

2002 - 2003

OCCUPATIONAL OUTLOOK

S A N T A B A R B A R A C O U N T Y

A Product of

California Cooperative Occupational Information System

Sponsored by

Workforce Resource Centers
Workforce Investment Board
<http://www.workforceresource.com>

The California Employment Development Department
<http://www.edd.ca.gov>
Labor Market Information Division
<http://www.calmis.ca.gov>

California Career Resource Network
<http://www.californiacareers.info>

B O A R D O F S U P E R V I S O R S



Naomi Schwartz
First District

Susan Rose
Second District

Gail Marshall
Third District

Joni Gray
Fourth District

Joe Centeno
Fifth District

Michael Brown, County Administrator

ACKNOWLEDGMENTS

The Workforce Resource Centers of Santa Barbara County would like to express sincere appreciation to the following groups for their valued contributions to the 2002-2003 Occupational Outlook Report:

EMPLOYERS

The Workforce Resource Centers (WRC) are grateful to the many employers throughout Santa Barbara County who took the time to respond to the survey, providing the information required to make this report possible.

EDD AND OTHER LOCAL PARTNERS

The Workforce Resource Centers would like to thank the Santa Barbara County Workforce Investment Board for supporting this project as a local partner. The WRC would also like to extend thanks for the valuable assistance provided by the Employment Development Department (EDD) Labor Market Information Division staff.

<http://www.calmis.ca.gov>

WORKFORCE RESOURCE CENTERS STAFF

Mona Baker, Workforce Resource System Manager
and LMI Program Manager

Charlene Foster, LMI Program Coordinator

Faye Tabin, Workforce Resource Center Program Analyst

April Bacalot, Amalia Castillo, Evangelina Chavez, Liz Cosand,

Heather Gardner and Donna Morales, Survey Technicians

Cover photographs courtesy of Sam Baker

For more information, contact:

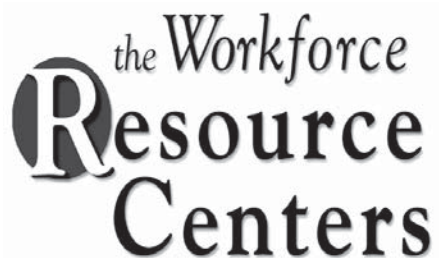
Workforce Resource Centers

1410 South Broadway

Santa Maria, CA 93454

(805) 614-1550

<http://www.workforceresource.com>



The Workforce Resource Centers are one-stop employment connections where numerous agencies have joined forces to provide quality services to both job seekers and employers.

JOB SEEKER SERVICES

- ◆ Employment & Career Assistance
- ◆ Classes & Workshops
- ◆ Job Search Assistance
- ◆ Computer Resources
- ◆ Job Skills Assessment
- ◆ Resume Development
- ◆ Labor Market Information
- ◆ Career Exploration

LOCATIONS

SANTA BARBARA

130 East Ortega Street
(805) 568-1296

SANTA MARIA

1410 South Broadway
(805) 614-1550

EMPLOYER SERVICES

HIRING SERVICES

- ◆ Employee Referrals
- ◆ Recruitment Assistance
- ◆ Tax Credit Information
- ◆ Interviewing Facilities

TRAINING OPPORTUNITIES

- ◆ On-the-Job Training
- ◆ Work Culture Training
- ◆ Upgrade Training
- ◆ Work Experience
- ◆ LIFE - Local Investment For Employment

TABLE OF CONTENTS

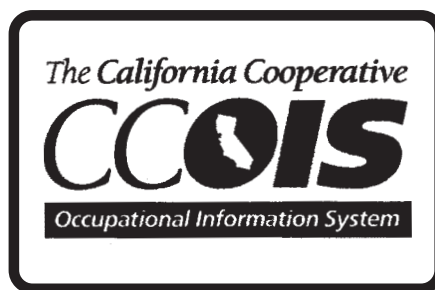
Introduction	6
Types of Occupational Information Provided	7
Managerial & Administrative Occupational Profiles	12-23
General Managers and Top Executives (2000)	12
Managers, Retail Store (2002)	14
Nursery and Greenhouse Managers (2000)	16
Office Managers (2001)	18
Purchasing Managers (2000)	20
Storage and Distribution Managers (2000)	22
Professional, Paraprofessional and Technical Occupational Profiles	26-59
Accountants and Auditors (2002)	26
Computer Programmers, Including Aides (2000)	28
Computer Support Specialists (2001)	30
Cost Estimators (2000)	32
Desktop Publishing - Graphic Designers (2002)	34
Grocery Checkers (2002)	36
Human Resource Technicians (2001)	38
Licensed Vocational Nurses (2001)	40
Medical Records Technicians (2001)	42
Paralegal Personnel (2001)	44
Physical Therapists (2001)	46
Physicians' Assistants (2002)	48
Registered Nurses (2000)	50
Teachers - Elementary School (2001)	52
Vocational and Educational Counselors (2002)	54
Wholesale and Retail Buyers - Except Farm Products (2000)	56
Wine Fermenters (2000)	58
Sales and Related Occupational Profiles	62-65
Cashiers (2001)	62
Salespersons - Retail (2001)	64
Clerical and Administrative Occupational Profiles	68-93
Administrative Assistants (2000)	68
Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers (2001)	70
Dispatchers - Except, Police, Fire and Ambulance (2002)	72
File Clerks (2001)	74
General Office Clerks (2000)	76
Hotel Desk Clerks (2001)	78
Legal Secretaries (2002)	80
Payroll and Timekeeping Clerks (2000)	82
Receptionists and Information Clerks (2002)	84
Secretaries, Except Legal and Medical (2002)	86
Stock Clerks - Stockroom, Warehouse, Storage Yard (2002)	88
Tellers (2000)	90
Traffic, Shipping, and Receiving Clerks (2001)	92

Service Occupational Profiles	96-113
Bakers - Bread and Pastry (2002)	96
Bartenders (2002)	98
Cooks - Restaurants (2000)	100
Cooks - Short Order (2001)	102
Dental Assistants (2000)	104
Janitors and Cleaners - Except Maids and Housekeeping Cleaners (2002).....	106
Maids and Housekeeping Cleaners (2001)	108
Nurse Aides (2001)	110
Waiters and Waitresses (2002)	112
Agricultural, Forestry, Fishing and Related Occupational Profiles	116-121
Farmworkers - Farm and Ranch Animals (2000)	116
Graders and Sorters - Agricultural Products (2000)	118
Laborers, Landscaping and Groundskeeping (2002)	120
Production, Construction, Operating and Maintenance Occupational Profiles	124-143
Automotive Body and Related Repairers (2002)	124
Automotive Mechanics (2001)	126
Carpenters (2000)	128
Driver and Sales Workers (2002)	130
Electricians (2001).....	132
Maintenance Repairers - General Utility (2002)	134
Painters, Paperhangers - Construction and Maintenance (2002)	136
Plumbers, Pipefitters and Steamfitters (2001)	138
Truck Drivers, Heavy or Tractor Trailer (2000)	140
Truck Drivers, Light-Include Delivery and Route Workers (2000)	142
Methodology	144
Summary of Occupational Information	146
Wage Summary	147
Training Providers	152
Appendix A -- Sample Questionnaire	

INTRODUCTION

The labor market information presented in this Occupational Outlook was collected and analyzed through the cooperative efforts of the California Employment Development Department's (EDD) Labor Market Information Division (LMID) and the Workforce Resource Centers of Santa Barbara County as part of the California Cooperative Occupational Information System (CCOIS) program. For more information on these agencies please refer to the URL's listed on the cover page.

CCOIS began as a pilot program in 1987 and as of 1996 encompasses all 58 Counties in the state. The Occupational Outlook offers the only source of local, up-to-date occupational information. Information in the Occupational Summaries portion of this report, unless otherwise noted, applies specifically to Santa Barbara County. The data in this report was collected from June 2002 to October 2002. Local users of occupational information, including program administrators, vocational planners and counselors, employers, and others, selected the occupations presented for this study.



The goal in gathering labor market information (LMI) is to match the labor needs of employers with the skills of job seekers and to provide occupational information to firms that want current wage scales and employment trends for economic development purposes. The LMI program helps to accomplish these tasks by providing specific, localized and current information that can be used by local consumers, including employers, trainers, educators, economic development organizations, and job seekers, to make better training and labor market decisions. Some possible uses are listed below:

Career Decisions

Career counselors and job seekers can use this data to assist them in making informed occupational choices based on skills, abilities, interests, education and personal needs. The localized information is easy to read and includes employer requirements and preferences, wages, labor demand, and sources of employment and training.

Economic Development

Local government agencies and economic development organizations will find information on the labor market, such as occupational size, expected growth rates, and wages, useful in determining the potential for business growth and development in Santa Barbara County.

Program Planning

This report provides local planners and administrators with employment, training, and placement data, as well as occupational size, wages, and projected growth rates. Program planners can use this data to evaluate, improve, eliminate, or to plan new programs.

Curriculum Design

Training providers can assess and update their curriculum based on current employer needs and projected trends, as indicated in this report.

Program Marketing

Training providers can effectively market their programs by informing students, employers, and others that the chances for job placement is greater because their training programs are developed using reliable local occupational data.

Human Resource Management

Small business owners and large corporate human resource directors alike can use this report to help determine competitive wages and ben-

efits, improve their recruitment methods, and assess the availability of qualified workers for business relocation or expansion purposes.

State and Federal Legislative Mandates

The continuing nature of the program enables Santa Barbara County to acquire recent, detailed and accurate data on a number of occupations particularly germane to local needs. The coordination of the program at the State level facilitates the integration of this data for statewide use. In addition, the information provided by the LMI program meets requirements of federal and state legislation, including:

- California Unemployment Insurance Code (CUIC)
- The Workforce Investment Act of 1998 (WIA)
- The Welfare to Work Act of 1997 (CalWorks)
- Wagner-Peyser Act
- Carl D. Perkins Vocational and Applied Technology Education Act
- California Education Code

Types of Occupational Information Provided

The occupational assessments which follow, contain a variety of useful information. Below is a discussion of key terms used in the assessments. The guidelines used for interpreting results are standard for all Workforce Investment Areas participating in the CCOIS program, lending consistency to area comparisons.

References to terms such as “all”, “almost all”, “most”, “many”, “some”, and “few” are based on the following criteria:

All Employers

100% of the survey respondents

Almost All Employers

80% up to, but not including 100% of the survey respondents

Most Employers

60% up to, but not including 80% of the survey respondents

Many Employers

40% up to, but not including 60% of the survey respondents

Some Employers

20% up to, but not including 40% of the survey respondents

Few Employers

Less than 20% of the survey respondents

Occupational Employment Statistics (OES)

The Occupational Profiles are grouped into the following seven categories:

- Managerial and Administrative Occupations
- Professional, Paraprofessional and Technical Occupations
- Sales and Related Occupations
- Clerical and Administrative Occupations
- Service Occupations
- Agricultural, Forestry, Fishing and Related Occupations
- Production, Construction, Operating and Maintenance Occupations

Within each category, the Occupational Profiles are ordered alphabetically by their Occupational Employment Statistics (OES) titles. The titles, definitions and coding are based on the OES Dictionary published by the Bureau of Labor Statistics, May 1992. The occupations were selected for survey based on the needs of local users of occupational information.

Non-OES Occupations

These occupations are listed by their Non-OES titles. These titles and definitions are approved by the Labor

Market Information Division (LMID) for this survey. After being researched and developed by local staff, LMID analysts assign an altered code.

Non-OES surveyed occupations also differ from OES occupations in that neither national or state survey information (staffing patterns) are available to estimate the distribution of the occupation by industry. Further, LMID occupational forecasts are not prepared for these frequently smaller sized Non-OES occupations. Consequently the same stringent sample selection procedures and survey response goals cannot be as readily defined as with the broader OES occupation titles. The differences between OES and Non-OES defined occupations require that they be reported separately.

EMPLOYMENT TRENDS

The Employment Development Department (EDD)/LMID, updates Projections and Planning Information for Santa Barbara County. This information is not available for the Non-OES occupations in this report.

Occupation Size

This term is used to describe the size of a particular occupation as it refers to its estimated number of workers in the occupation.

Figures for 2001 and 2002 are based on the above referenced Projections and Planning Information report for the period 1999-2006.

2002

Small – Less than 254

Medium – 254-506

Large – 507-1098

Very Large – 1099 and above

2001

Small – Less than 239

Medium – 239-477

Large – 478-1035

Very Large – 1036 and above

Figures for 2000 are based on the above referenced Projections and Planning Information report for the period 1997-2004.

2000

Small – Less than 228

Medium – 228-453

Large – 454-982

Very Large – 983 and above

Employment Trends (con't.)

Male/Female Percentage

This data illustrates the percentage of male/female employees for the positions reported who participated in this study.

If females comprise less than 25% of the positions in an occupation, the occupation is considered a non-traditional job for women.

If males comprise less than 25% of the positions in an occupation, the occupation is considered a non-traditional job for men.

Where The Jobs Are

This chart of "Where The Jobs Are" shows the industries employing each occupation. This information was compiled from the EDD/LMID, Santa Barbara County Occupational Forecast Table 4. This table includes employment by Standard Industrial Code (SIC) to determine principal employing industries for each occupation.

Projections

Occupational Trend Rate is an overview of decline, stability or growth of job opportunities in relation to overall employment opportunities for the County. The following terms are applied to the occupational growth rates of this county:

Much faster than average = 1.50 times the average or more

Faster than average = 1.10 to but not including 1.50 times average

Average = .90 to but not including 1.10 times average

Slower than average = less than .90 times average

Remain stable = zero times the average

Slow decline = Less than zero

Supply and Demand

As reported by the employers surveyed, Supply and Demand refers to the relative difficulty they have in hiring both experienced and inexperienced workers who meet their hiring standards. The information reported is calculated using a weighted average. From the job seekers perspective it also refers to the relative level of opportunity (competitiveness) for the applicant who is or would like to become part of this job market.

The following terms are used to define supply and demand:

Not Difficult

Supply of qualified applicants is considerably greater than demand, creating a very competitive job market for applicants.

Moderately Difficult

Employer demand is somewhat greater than the supply of qualified applicants. Employers may have some difficulty finding qualified applicants at times and applicants may find little competition in their job search.

Very Difficult

Employer demand is considerably greater than supply of qualified applicants. Employers often cannot find qualified applicants when an opening exists. This means that qualified applicants encounter no competition in their job search.

Source of Filled Vacancies

Vacancies filled in the last 12 months are reported for each occupation to indicate how many openings were due to promotions, employees leaving the firm, new positions resulting from growth, temporary, and on call, or seasonal positions.

Recruitment Methods

Employers identified the recruitment methods that are primarily used by their firm. The percentage for the three most successful recruitment methods are indicated for each occupation.

Promotional Opportunities

The promotional opportunities for employees for each occupation surveyed are listed as reported by employers.

EMPLOYER REQUIREMENTS

Education, Experience and Skills

This section presents results on educational levels, experience, training, and skills that the responding employers prefer in the employees they hire. This section may be used to assist career and job counselors in evaluating the amount of time required for entry level education, training and experience.

Education

While minimum educational requirements have been shown as employers expressed them, these educational requirements are not always essential for the performance of job duties.

Experience/Training

Experience is reported as an average number of months required by employers. Also noted is whether employers are willing to substitute training for experience.

Skills

The job qualifications and work skills information in this section should be interpreted with care. In many cases the skills listed represent relatively general "skill areas," e.g., the "ability to communicate effectively." In such cases the specific skills or skill clusters are not specified, and results should be interpreted by representing the areas of competence employers perceive to be important rather than more detailed "job specific competencies for job entry." However, the user interested in identifying the specific skill and qualification needed for job entry should find these results useful in narrowing the focus of further inquiry.

Employers indicated what new skills will be needed to perform the functions of each occupation. In 2001 and 2002, the most important skills are listed but not ranked, as reported on www.Olmis.org. In 2000, six basic skills were ranked from "most important" to "least important".

WAGES AND BENEFITS

Wages

The wage data enables comparison of salary ranges across occupations. Wages are reported in rates per hour. The data is not intended to represent official prevailing wages. The ranges reported are based primarily on the employer surveys and contracts with unions. A few employers may also include other compensation such as bonuses and tips.

Wage data for program year 2002 was collected from June to October. In 2001, wage data was collected from July to November. In 2000, wage data was collected

from July to October. Extreme wage responses are excluded. Results, including the range of high and low wages and the median are reported for three occupational levels, defined as follows:

Entry Level/No Experience:

Wages paid to persons trained or untrained but without paid experience in the occupation.

Experience/New to Firm:

Wages paid to journey-level or experienced persons just starting at the firm.

3+ Yrs. Experience with Firm:

Wages generally paid to persons with three years journey-level experience at the firm.

Union wage data is not tabulated separately if the number of union employees is less than 20% of the total employers surveyed. However, any significant differences are noted in the narrative below the wage table. When union employment represents 20% or more of the employers surveyed, separate wage ranges and medians are listed.

Due to the diversity of Santa Barbara County, wages are reported separately for North and South County. If less than 3 employers responded from a specific region, wage information is not reported, although significant differences may be noted if possible. Union and non-union wages are combined for both North and South County. For the purposes of this study, all employers north of Gaviota will comprise North County and all employers south of and including Gaviota will comprise South County. For occupations surveyed in North and South County areas, extreme wage responses are included in the wage range reported.

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

For the purposes of this study, full-time hours will be defined as ranging from 35-40 hours weekly. Any exceptions to this will be noted in the narrative below the Wages and Benefits section. The percentage of part-time, temporary or on-call status will also be noted but the specific number of hours worked will not be reported (these will be less than 35 hours weekly).

Benefits

The benefits offered and paid by local employers, by the employee or share of cost (in terms of percentage of frequency) are presented. These ratios and figures are tabulated by the overall number of employers responding to the benefits questions from the survey as

opposed to the total number of employers sampled. It is important to keep in mind that some employers may require a waiting or probationary period before some or all benefits go into effect.


TRAINING PROVIDERS

Each occupational profile lists the local providers that offer training appropriate to that occupation. Please see the training provider directory on pages 152-154 for more details on each training provider.

The information in this section has been gathered from the California Training and Education Provider (CTEP) database. The CTEP can be accessed from the California Career Resource Network (CalCRN) website:

www.californiacareers.info

The Employment Development Department (EDD) does not endorse the schools listed in the California Training and Education Providers (CTEP). Please note that training programs may change frequently and we recommend contacting the schools to verify the information listed in the profile.



**NEXT...
OCCUPATIONAL
PROFILES**

MANAGERIAL AND ADMINISTRATIVE OCCUPATIONS

General Managers and Top Executives
Managers, Retail Store
Nursery and Greenhouse Managers
Office Managers
Purchasing Managers
Storage and Distribution Managers



OES Code: 190050

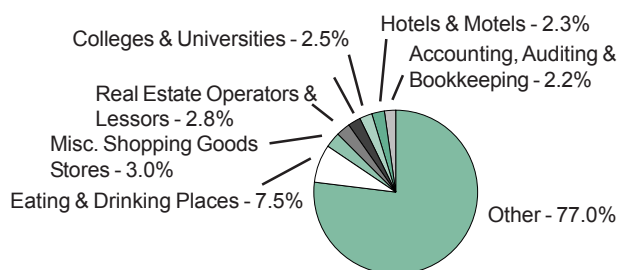
General Managers and Top Executives include both top and mid-level managers whose duties and responsibilities are too diverse and general in nature to be classified in any functional or line area of management and administration. These managers generally work through departmental or subordinate executives. Does not include managers of smaller establishments who typically engage in the same activities as the workers they supervise.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 79% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 1140
 New: 600
 Due to Separations: 540

Projections:

Employer Findings: All employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for General Managers, Top Executives is 14.5%, which is average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and very difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by turnover, few were new positions, or resulted from promotions.

Recruitment Methods:

In-House Promotion or Transfer	67%
Employee Referrals	47%
Private Employment Agencies	47%

Promotional Opportunities: Some employers reported that General Managers, Top Executives, may be promoted to:

- Vice President
- Assistant to Director
- Operations Manager

EMPLOYER REQUIREMENTS

Education: Most employers require a Bachelors Degree.

Experience/Training: Almost all responding employers require an average of 54 months of work-related experience, primarily in management, but some will substitute training for experience.

Most Important to Least Important Skills:

- Apply interpersonal communication techniques
- Comprehend, apply, and communicate technical information
- Prepare reports
- Speak in public
- Apply Business Management concepts
- Apply cultural knowledge in managing workers

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.59 - 9.59	\$ 9.59
Experience/New to Firm		\$ 9.09 - 47.95	\$27.57
3+ Yrs. Experience with Firm		\$14.38 - 57.53	\$35.96
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 9.09 - 47.95	\$18.15
3+ Yrs. Experience with Firm		\$14.38 - 57.53	\$21.50
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$14.38 - 47.95	\$30.28
3+ Yrs. Experience with Firm		\$20.78 - 57.53	\$40.27

Employer Profile: 16 employers supplied the data for this occupation, 6 from North County and 10 from South County, representing a total of 43 positions. Of the positions reported, 100% were full-time. Some employers reported that hours exceed 40 per week and may be as high as 70.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	38%	0%	63%	0%	0%	0%
Dental	50%	0%	31%	0%	0%	0%
Vision	50%	0%	25%	0%	0%	0%
Life	63%	0%	13%	0%	13%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	94%	0%	0%	0%	0%	0%
Vacation	94%	0%	0%	0%	0%	0%
Retirement	56%	0%	19%	0%	13%	0%
Child Care	0%	0%	0%	0%	13%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Business Admin. & Mgt, General
Antioch University
Programs: Business Admin. & Mgt, General
Santa Barbara Business College
Programs: Business Admin. & Mgt, General
Santa Barbara City College, Santa Barbara
Programs: Business Admin. & Mgt, General
Santa Barbara County ROP, Santa Barbara
Programs: Business Admin. & Mgt, General

University of California Extension, Santa Barbara
Programs: Business Admin. & Mgt, General
University of La Verne, Vandenberg A.F.B.
Programs: Business Admin. & Mgt, General
University of Santa Barbara, Santa Barbara
Programs: Business Admin. & Mgt, General
Westmont College, Santa Barbara
Programs: Business Admin. & Mgt, General


Non-OES Code: 185167999

Manager, Retail Store manages a retail store which sells a specific line of merchandise, such as groceries, liquor, apparel, jewelry, furniture; or related lines of merchandise. They usually plan and prepare work schedules, work assignments (or supervise others to do so), formulate merchandise pricing policy, coordinate sales promotion activities, prepare merchandise displays and advertising copy. They supervise employees in: sales, taking inventory or cash reconciliation activities, operation record keeping, and the preparation of a daily record of transactions for accounting purposes. They may interview, hire and train employees, ensure compliance of employees with security, sales and record keeping procedures, order merchandise or prepare requisitions to replenish inventories and may answer customer complaints or inquiries.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 68% of the positions were filled by females.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by promotions and some resulted from employees leaving.

Recruitment Methods:

Employee Referrals	60%
In-House Promotions	47%
Newspaper Ads	47%
Walk-in Applicants	47%

Promotional Opportunities: Most employers reported that Managers, Retail Store may be promoted to:

- District Manager
- District Supervisor
- Sales Manager
- General Manager
- Area Manager

Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: All employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Managers, Retail Store is not available. The average growth rate is 14.1% for all jobs in the county.

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent while a few employers require less than a high school diploma.

Experience/Training: Many responding employers require an average of 18 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Communicate verbally/writing
- Conduct organization development
- Follow and give instructions
- Interview and hire workers
- Manage inventories
- Provide customer service

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75-14.38	\$ 8.57
Experience/New to Firm		\$ 7.00-23.44	\$13.70
3+ Yrs. Experience with Firm		\$ 8.50-31.07	\$18.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75-14.38	\$ 8.00
Experience/New to Firm		\$ 7.00-23.44	\$12.43
3+ Yrs. Experience with Firm		\$ 8.50-32.82	\$15.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 9.90-25.12	\$14.35
3+ Yrs. Experience with Firm		\$10.55-31.07	\$19.59

Employer Profile: 15 employers supplied the data for this occupation, 9 from North County and 6 from South County, representing a total of 28 positions. Of the positions reported, 96% were full-time and 4% were part time. Full time hours can range from 38 to 60 hours per week.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	40%	0%	40%	0%	7%	0%
Dental	40%	0%	40%	0%	7%	0%
Vision	33%	0%	40%	0%	7%	0%
Life	47%	0%	7%	0%	27%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	73%	0%	7%	0%	7%	0%
Vacation	80%	0%	7%	0%	7%	0%
Retirement	20%	0%	60%	0%	7%	0%
Child Care	0%	0%	0%	0%	7%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Barbara

Programs: Business Administration and, Management, General

Central City Vocational Training, Santa Maria

Programs: Retailing and Retail Operations

Chapman University, Vandenberg AFB

Programs: Business Administration, Management and Operations, General

Lompoc Adult School, Lompoc

Programs: Merchandising and Buying Operations

University of La Verne, Vandenberg AFB

Programs: Business Administration and Management, General

Adizes Graduate School, Santa Barbara

Programs: Business Administration, Management and Operations, Other

Antioch University, Santa Barbara

Programs: Business Administration and Management, General

Santa Barbara Business College, Santa Barbara and Santa Maria

Programs: Business Administration and Management, General

Santa Barbara City College, Santa Barbara

Programs: Business Administration and Management, General

University of California and University of California Extension, Santa Barbara

Programs: Business Administration and Management, General



OES Code: 150310

Nursery and Greenhouse Managers plan, organize, direct, control, or coordinate activities of workers engaged in propagating, cultivating, and harvesting horticultural specialties, such as trees, shrubs, flowers, mushrooms, and other plants. Work may involve training new employees in gardening techniques, inspecting facilities for signs of disrepair, and delegating repair duties of staff.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 55% of the positions were filled by females.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and not difficult to find inexperienced applicants. Employer demand is considerably greater than supply. Applicants may encounter no competition in their job search.

Source of Filled Vacancies: During the last 12 months, some of the vacancies filled were created by turnover, new positions, or promotions.

Recruitment Methods:

In-House Promotion or Transfer	50%
Employee Referrals	100%
Walk-in Applicants	50%

Promotional Opportunities: Many employers reported that Nursery and Greenhouse Managers may be promoted to:

- Foreman
- Vice-president

Projected Openings: N/A
 New: N/A
 Due to Separations: N/A

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Nursery and Greenhouse Managers is not available. The average growth rate is 14.1% for jobs in the county.

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent and a few require college.

Experience/Training: Most responding employers require an average of 30 months of work-related experience, but some will substitute training for experience.

Most Important to Least Important Skills:

- Diagnose/solve agricultural production problems
- Apply plant propagation principles
- Coordinate production materials and processes
- Apply hazardous materials information
- Use spreadsheet software
- Comprehend, apply, and communicate technical information

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 7.67	\$ 6.00
Experience/New to Firm		\$ 5.75 - 19.61	\$ 9.00
3+ Yrs. Experience with Firm		\$ 6.75 - 28.77	\$11.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 6.00 - 17.26	\$ 9.13
3+ Yrs. Experience with Firm		\$ 7.00 - 23.01	\$13.75
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 7.67	\$ 6.38
Experience/New to Firm		\$ 5.75 - 19.61	\$ 9.00
3+ Yrs. Experience with Firm		\$ 6.75 - 28.77	\$11.00

Employer Profile: 15 employers supplied the data for this occupation, 4 from North County and 11 from South County, representing a total of 112 positions. Of the positions reported, 91% were full-time and 9% were part-time.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	67%	0%	20%	0%	7%	0%		67%	0%	7%	0%	7%	0%
Dental	20%	0%	13%	0%	13%	0%		73%	0%	0%	0%	7%	0%
Vision	13%	0%	0%	0%	13%	0%		20%	0%	13%	0%	7%	0%
Life	47%	0%	13%	0%	7%	0%		0%	0%	0%	0%	7%	0%
								0%	0%	0%	0%	0%	0%
Sick Leave								67%	0%	7%	0%	7%	0%
Vacation								73%	0%	0%	0%	7%	0%
Retirement								20%	0%	13%	0%	7%	0%
Child Care								0%	0%	0%	0%	7%	0%
Other								0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
 Programs: Agricultural Business &
 Management, General

**Non-OES Code: 169167998**

Office Managers coordinate activities of clerical personnel in organization: Analyzes and organizes office operations and procedures, such as typing, filing, preparation of payroll, requisition of supplies, and other clerical services. Evaluates office production, revises procedures, or devises new forms to improve efficiency of workflow. Establishes uniform correspondence procedures and style practices. Coordinates activities of various clerical departments or workers within department. Reviews clerical and personnel records to ensure completeness, accuracy, and timeliness. May prepare organizational budget and monthly financial reports. May hire, train, and supervise clerical staff. May compile, store, and retrieve managerial data, using computer.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 79% of the positions were filled by females.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies were created by employees leaving and some were new positions.

Recruitment Methods:

In-House Promotion or Transfer	65%
Employee Referrals	65%
Newspaper Ads	41%

Promotional Opportunities: Some employers reported that Office Managers may be promoted to:

- Assistant Manager
- Manager
- General Manager

Projected Openings: N/A

New: N/A

Due to Separations: N/A

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Office Managers is not available. The average growth rate is 14.1% for all jobs in the county.

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent and a few require a bachelor degree.

Experience/Training: Most responding employers require an average of 26 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Apply business management concepts
- Communicate verbally/writing
- Follow/give instructions
- Interview and hire workers
- Maintain safe work environment
- Manage personnel/human resources

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 16.78	\$10.00
Experience/New to Firm		\$ 7.50 - 18.22	\$14.06
3+ Yrs. Experience with Firm		\$ 8.25 - 20.00	\$15.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 7.50 - 18.22	\$12.00
3+ Yrs. Experience with Firm		\$ 8.25 - 20.00	\$15.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$10.00 - 16.78	\$14.38
Experience/New to Firm		\$11.00 - 23.97	\$15.42
3+ Yrs. Experience with Firm		\$12.00 - 28.77	\$16.62

Employer Profile: 17 employers supplied the data for this occupation, 11 from North County and 6 from South County, representing a total of 24 positions. Of the positions reported, 96% were full-time and 4% were part-time. Full-time hours can range from 36 to 42 hours per week.

Wage Notes: Union wages were reported by 6% of the employers. Union employers generally pay at the high end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	47%	0%	29%	0%	6%	0%
Dental	35%	0%	18%	0%	6%	0%
Vision	29%	0%	12%	0%	6%	0%
Life	59%	0%	12%	0%	6%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	76%	0%	12%	0%	0%	0%
Vacation	82%	0%	12%	0%	0%	0%
Retirement	18%	0%	35%	0%	0%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Adizes Graduate School, Santa Barbara
Programs: Business Admin. & Mgmt., Other

Allan Hancock College, Santa Maria
Programs: Business Admin. & Mgmt., Gen.

Antioch University, Santa Barbara
Programs: Business Admin. & Mgmt., Gen.

Chapman University, Vandenberg A.F.B.
Programs: Business Admin. & Mgmt., Gen.
Business Admin. & Mgmt., Other

Santa Barbara Business College, Santa Barbara and Santa Maria
Programs: Business Admin. & Mgmt., Gen.
Business Admin. & Mgmt., Other

Santa Barbara City College, Santa Barbara
Programs: Business Admin. & Mgmt., Gen.

Santa Barbara County ROP, Santa Barbara
Programs: Business Admin. & Mgmt., Gen.

University of LaVerne, Vandenberg A.F.B.
Programs: Business Admin. & Mgmt., Gen.

**OES Code: 130080**

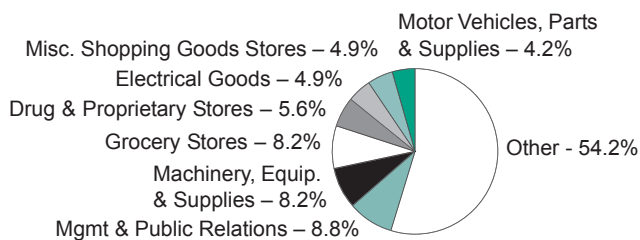
Purchasing Managers plan, organize, direct, control, or coordinate the activities of buyers, purchasing officers, and related workers involved in purchasing materials, products or services. Please include wholesale or retail trade merchandising managers.

EMPLOYMENT TRENDS

Occupation Size: 249 - 496 Medium

Male/Female Percentage: Employers reported that 63% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 90
 New: 40
 Due to Separations: 50

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Purchasing Managers is 14.8%, which is average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and very difficult to find inexperienced applicants. Employer demand is considerably to somewhat greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, all of the vacancies filled resulted from promotions.

Recruitment Methods:

Newspaper Ads	76%
Employee Referrals	65%
In-House Promotion or Transfer	53%

Promotional Opportunities: Many employers reported that Purchasing Managers may be promoted to:

- Director of Operations
- Vice President of Operations
- Assistant Controller
- Assistant Finance Director
- Planning Manager

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent and some require a college degree.

Experience/Training: Most responding employers require an average of 34 months of work-related experience, primarily in purchasing, but some will substitute training for experience.

Most Important to Least Important Skills:

- Apply interpersonal communication techniques
- Follow and give instructions
- Use appraisal techniques when purchasing or trading
- Manage inventories and supplies
- Use computers to organize and locate parts and inventory
- Develop marketing strategy

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 24.69	\$16.35
Experience/New to Firm		\$10.00 - 31.47	\$19.18
3+ Yrs. Experience with Firm		\$10.50 - 39.31	\$21.58
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.50 - 19.18	\$13.04
3+ Yrs. Experience with Firm		\$10.50 - 28.77	\$17.83
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.00 - 31.47	\$21.58
3+ Yrs. Experience with Firm		\$14.00 - 39.31	\$23.97

Employer Profile: 17 employers supplied the data for this occupation, 4 from North County and 13 from South County, representing a total of 24 positions. Of the positions reported, 100% were full-time. Some employers reported that full-time hours may exceed 40 per week and may be as high as 50.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	35%	0%	65%	0%	0%	0%	Sick Leave	76%	0%	6%	0%	0%	0%
Dental	36%	0%	41%	0%	0%	0%	Vacation	82%	0%	12%	0%	0%	0%
Vision	24%	0%	41%	0%	0%	0%	Retirement	29%	0%	35%	0%	18%	0%
Life	59%	0%	18%	0%	0%	0%	Child Care	0%	0%	0%	0%	100%	0%
							Other	0%	0%	6%	0%	0%	0%

Other Benefits: Other employer-specified benefits include AFLAC.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
 Programs: Business Admin. & Mgt, General
Antioch University
 Programs: Business Admin. & Mgt, General
Santa Barbara Business College
 Programs: Business Admin. & Mgt, General
Santa Barbara City College, Santa Barbara
 Programs: Business Admin. & Mgt, General
Santa Barbara County ROP, Santa Barbara
 Programs: Business Admin. & Mgt, General

University of California Extension, Santa Barbara
 Programs: Business Admin. & Mgt, General
University of La Verne, Vandenberg A.F.B.
 Programs: Business Admin. & Mgt, General
University of Santa Barbara, Santa Barbara
 Programs: Business Admin. & Mgt, General
Westmont College, Santa Barbara
 Programs: Business Admin. & Mgt, General

**Non-OES Code: 150230999**

Storage and Distribution Managers plan, directs and coordinates the activities of workers, such as forklift operators, shipping clerks, and material movers, engaged in storage and distribution of materials and products. Their duties include use of manual or electronic means to establish and maintain operational procedures for verification of incoming and outgoing shipments, handling and disposition of merchandise, and maintaining of warehouse inventories. They work with other department heads to coordinate activities with needs in production, sales and purchasing. They plan and oversee facilities and equipment maintenance and repair.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 85% of the positions were filled by males.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter little competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled resulted from promotions and many were created by turnover.

Recruitment Methods:

Newspaper Ads	71%
In-House Promotion or Transfer	64%
Employee Referrals	57%

Promotional Opportunities: Most employers reported that Storage and Distributions Managers may be promoted to:

- General Manager
- Plant Manager
- Production Assistant
- President of Operations
- Material Planning

Projected Openings: N/A

New: N/A

Due to Separations: N/A

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Storage and Distribution Managers is not available. The average growth rate is 14.1% for jobs in the county.

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent and a few require a college degree.

Experience/Training: Most responding employers require an average of 25 months of work-related experience, primarily in warehousing, but many will substitute training for experience.

Most Important to Least Important Skills:

- Manage inventory
- Organize goods
- Apply interpersonal communication techniques
- Organize & work with detailed office or warehouse needs
- Apply cultural knowledge in managing workers
- Follow and give instructions

WAGES AND BENEFITS

SANTA BARBARA COUNTY

Entry Level/No Experience

RANGE

\$ 6.50 - 9.11

MEDIAN

\$ 9.00

Experience/New to Firm

\$ 7.00 - 22.30

\$10.78

3+ Yrs. Experience with Firm

\$10.00 - 24.93

\$13.44

NORTH COUNTY

Entry Level/No Experience

RANGE

\$ 6.50 - 9.00

MEDIAN

\$ 7.00

Experience/New to Firm

\$ 7.50 - 15.98

\$10.62

3+ Yrs. Experience with Firm

\$10.00 - 22.37

\$12.25

SOUTH COUNTY

Entry Level/No Experience

RANGE

N/A

MEDIAN

N/A

Experience/New to Firm

\$ 7.00 - 22.30

\$14.87

3+ Yrs. Experience with Firm

\$10.00 - 24.93

\$13.19

Employer Profile: 16 employers supplied the data for this occupation, 8 from North County and 8 from South County, representing a total of 20 positions. Of the positions reported, 100% were full-time. Some employers reported full-time hours exceed 40 per week and may be as high 60.

Wage Notes: Union wages cover only a few of the employees. Union employers generally pay at the top end of all wage ranges.

Benefits:

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	63%	0%	31%	0%	0%	0%
Dental	44%	0%	25%	0%	6%	0%
Vision	31%	0%	31%	0%	0%	0%
Life	56%	0%	6%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	75%	0%	0%	0%	0%	0%
Vacation	94%	0%	6%	0%	0%	0%
Retirement	44%	0%	31%	0%	6%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria

Programs: Business Admin. & Mgt, General

Antioch University

Programs: Business Admin. & Mgt, General

Santa Barbara Business College

Programs: Business Admin. & Mgt, General

Santa Barbara City College, Santa Barbara

Programs: Business Admin. & Mgt, General

Santa Barbara County ROP, Santa Barbara

Programs: Business Admin. & Mgt, General

University of California Extension, Santa Barbara

Programs: Business Admin. & Mgt, General

University of La Verne, Vandenberg A.F.B.

Programs: Business Admin. & Mgt, General

University of Santa Barbara, Santa Barbara

Programs: Business Admin. & Mgt, General

Westmont College, Santa Barbara

Programs: Business Admin. & Mgt, General

PROFESSIONAL, PARAPROFESSIONAL AND TECHNICAL OCCUPATIONS

Accountants and Auditors
Computer Programmers, Including Aides
Computer Support Specialists
Cost Estimators
Desktop Publishing - Graphic Designers
Grocery Checkers
Human Resource Technicians
Licensed Vocational Nurses
Medical Records Technicians
Paralegal Personnel
Physical Therapists
Physicians' Assistants
Registered Nurses
Teachers - Elementary School
Vocational and Educational Counselors
Wholesale and Retail Buyers - Except Farm Products
Wine Fermenters



OES Code: 211140

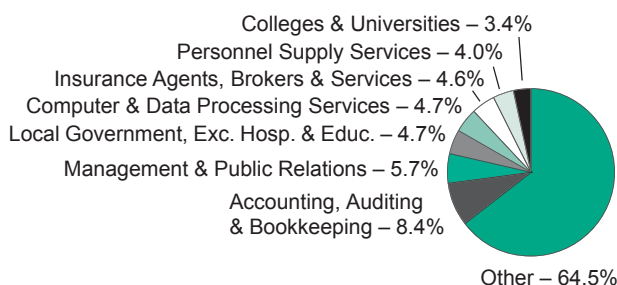
Accountants and Auditors examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements and installing or advising on systems of recording costs or other financial and budgetary data.

EMPLOYMENT TRENDS

Occupation Size: 507-1098 Large

Male/Female Percentage: Employers reported that 66% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 200
 New: 110
 Due to Separations: 90

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Accountants and Auditors is 14.3%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving, some resulted from promotions and a few were new positions.

Recruitment Methods:

Newspaper Ads	80%
Employee Referrals	53%
In-house Promotion or Transfer	53%

Promotional Opportunities: Most employers reported that Accountants and Auditors may be promoted to:

- Accounting Supervisor
- Manager
- Partner
- Supervisor
- Division Chief

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a Bachelor's Degree, while many require a high school diploma or the equivalent.

Experience/Training: Most responding employers require an average of 26 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Apply financial management principles and theories
- Communicate verbally/write
- Develop/maintain accounting & budgeting data bases
- Keep records and maintain files
- Prepare reports
- Use spreadsheet software

WAGES AND BENEFITS

SANTA BARBARA COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	\$10.07-20.14	\$14.27
Experience/New to Firm	\$10.00-23.97	\$18.11
3+ Yrs. Experience with Firm	\$15.00-28.77	\$22.30
NORTH COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	\$10.07-16.78	\$12.00
Experience/New to Firm	\$10.00-23.97	\$18.65
3+ Yrs. Experience with Firm	\$12.00-26.37	\$23.97
SOUTH COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$12.00-21.10	\$16.06
3+ Yrs. Experience with Firm	\$15.00-28.77	\$21.58

Employer Profile: 15 employers supplied the data for this occupation, 8 from North County and 7 from South County, representing a total of 142 positions. Of the positions reported, 94% were full-time and 6% were part-time. Full time hours can range from 35 to 43 hours per week.

Wage Notes: Union wages were reported by 13% of the employers. Union employers generally pay at the top end of all wage ranges. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	33%	7%	60%	7%	0%	0%		80%	13%	13%	7%	0%	0%
Dental	47%	7%	20%	7%	7%	0%		80%	13%	13%	7%	0%	0%
Vision	33%	7%	27%	7%	0%	0%		33%	7%	53%	13%	7%	0%
Life	73%	13%	7%	0%	0%	0%		0%	0%	0%	0%	27%	13%
								20%	0%	0%	0%	7%	0%

Other Benefits: Other employer specified benefits include long term disability insurance and 457 plans.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria

Programs: Accounting Technology/
Technician/Bookkeeping

Computer Support Services, Santa Maria

Programs: Accounting & Related Services, Other

Computer Training Network, Lompoc, Santa Barbara and Santa Maria

Programs: Accounting & Related Services, Other

H & R Block School, Santa Maria and Carpinteria

Programs: Taxation

Santa Barbara Business College, Santa Maria and Santa Barbara

Programs: Accounting

Santa Barbara County ROP, Santa Barbara and Santa Maria

Programs: Accountants and Auditors
Economics and Finance

University of California Extension, Santa Barbara

Programs: Accounting

University of La Verne, Vandenberg Air Force Base

Programs: Accounting



OES Code: 251051

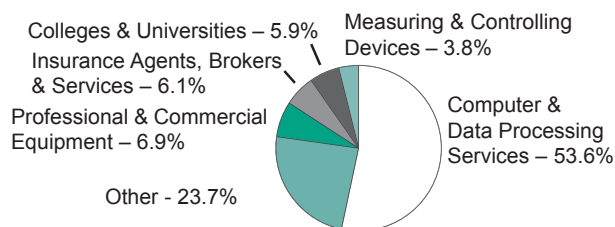
Computer Programmers, including Aides convert symbolic statements of administrative data, business, scientific, engineering, and other technical problem formulations into detailed logical flow charts for coding into computer language. They develop and write computer programs to store, locate, and retrieve specific documents, data, and information.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1,077 Large

Male/Female Percentage: Employers reported that 75% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 290
 New: 110
 Due to Separations: 180

Projections:

Employer Findings: Most employers in this study project employment for this occupation to grow over the next two years.

EDD Projections: The new job trend rate for Computer Programmers is 14.5%, which is average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants. Employer demand is considerably greater than supply. Applicants may encounter no competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were new positions, some were created by turnover, and a few resulted from promotions or temporary positions.

Recruitment Methods:

Colleges/Universities	56%
Employee Referrals	67%
Colleges/Universities	56%

Promotional Opportunities: All employers reported that Computer Programmers may be promoted to:

- Manager
- Supervisor
- Senior Software Developer
- Software Engineer

EMPLOYER REQUIREMENTS

Education: Some employers require recent hires to have a high school diploma or the equivalent or an Associate's Degree and many require a Bachelor's Degree.

Experience/Training: Most responding employers require an average of 18 months of work-related experience, primarily in programming, but many will substitute training for experience.

Most Important to Least Important Skills:

- Design computer programs & programming tools
- Apply computer science principles
- Work as a team member
- Apply computer network technology
- Prepare reports
- Apply advanced technical math (Trig., Calculus, Statistics)

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 11.51	\$ 9.30
Experience/New to Firm		\$ 7.00 - 30.00	\$20.38
3+ Yrs. Experience with Firm		\$15.00 -40.00	\$27.57
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		N/A	N/A
3+ Yrs. Experience with Firm		N/A	N/A
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.00 -11.51	\$ 9.59
Experience/New to Firm		\$12.00 - 28.77	\$ 21.58
3+ Yrs. Experience with Firm		\$15.00 - 40.00	\$ 28.77

Employer Profile: 10 employers supplied the data for this occupation, 1 from North County and 9 from South County, representing a total of 129 positions. Of the positions reported, 89% were full-time, 10% were part-time, and 1% were temporary or on-call. Some employers reported that full-time hours exceed 40 per week and may be as high as 45.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	70%	0%	30%	20%	0%	0%
Dental	70%	0%	20%	20%	10%	0%
Vision	20%	0%	0%	10%	0%	0%
Life	80%	10%	0%	20%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	90%	10%	0%	10%	0%	0%
Vacation	90%	10%	10%	10%	0%	0%
Retirement	70%	0%	10%	20%	10%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria

Programs: Computer & Info. Sciences, General

Atlas Computer Careers

Programs: Computer & Info. Sciences, General

Chapman University Academic Center

Programs: Computer & Info. Sciences, General

Computer Careers, Santa Maria

Programs: Computer & Info. Sciences, General

Computer Support Services

Programs: Computer Programming
Computer & Info. Sciences, General

Lompoc Adult School, Lompoc

Programs: Computer & Info. Sciences, General

Santa Barbara City College

Programs: Computer & Info. Sciences, General

University of California, Santa Barbara

Programs: Computer & Info. Sciences, General



OES Code: 251040

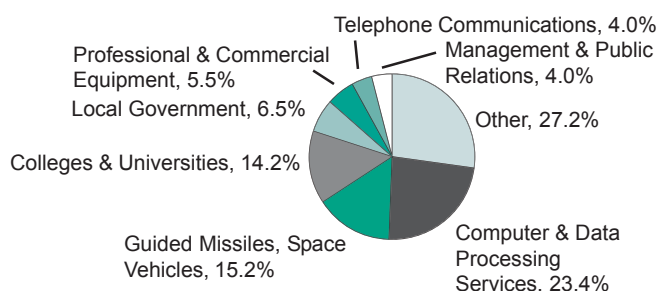
Computer Support Specialists provide technical assistance and training to computer system users. Investigate and resolve computer software and hardware problems of users. Answer clients' inquiries in person and via telephone concerning the use of computer hardware and software, including printing, word processing, programming languages, electronic mail, and operating systems.

EMPLOYMENT TRENDS

Occupation Size: 249 - 496 Medium

Male/Female Percentage: Employers reported that 56% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 280
 New: 260
 Due to Separations: 20

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Computer Support Specialists is 59.1%, which is much faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and very difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most vacancies were created by new positions, some were created by employees leaving, and a few resulted from promotions.

Recruitment Methods:

In-House Promotion or Transfer	56%
Employee Referrals	50%
Newspaper Ads	81%

Promotional Opportunities: Many employers reported that Computer Support Specialists may be promoted to:

- Specialist I, II, III
- Systems Analyst II
- Technical Lead
- Senior Engineer

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent and some require an associate degree.

Experience/Training: Most responding employers require an average of 23 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply computer science principles
- Evaluate computer system user requests
- Generate data processing information
- Read/understand operating manuals
- Test/troubleshoot computer programs/systems

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.50 - 19.18	\$14.63
Experience/New to Firm		\$15.00 - 22.48	\$18.00
3+ Yrs. Experience with Firm		\$10.50 - 25.60	\$21.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		N/A	N/A
3+ Yrs. Experience with Firm		N/A	N/A
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$14.00 - 19.18	\$15.25
Experience/New to Firm		\$15.00 - 21.58	\$18.00
3+ Yrs. Experience with Firm		\$16.00 - 35.00	\$21.29

Employer Profile: 17 employers supplied the data for this occupation, 5 from North County and 12 from South County, representing a total of 788 positions. Of the positions reported, 95% were full-time and 5% were part-time.

Wage Notes: Union wages were reported by 18% of the employers. Union employers usually pay at the top end of all wage ranges.

Out of pattern wages can occur when employers do not hire employees in all experience levels.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	65%	12%	29%	12%	0%	0%
Dental	53%	6%	24%	12%	12%	0%
Vision	24%	6%	18%	6%	6%	0%
Life	59%	12%	24%	6%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	71%	18%	6%	6%	0%	0%
Vacation	82%	18%	6%	6%	0%	0%
Retirement	41%	6%	41%	12%	0%	0%
Child Care	0%	0%	0%	0%	12%	0%
Other	6%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Computer & Info. Sciences, Gen.

Atlas Computer Centers, Santa Maria
Programs: Computer & Info. Sciences, Gen.

Chapman University, Vandenberg A.F.B.
Programs: Computer & Info. Sciences, Gen.
Computer & Info. Sciences, Other

Chapman Univ. & Academic Center, Santa Maria
Programs: Computer & Info. Sciences, Gen.

Comp USA Inc., Goleta
Programs: Computer & Info. Sciences, Gen.

Computer Support Services, Santa Maria
Programs: Computer Systems Analysis
Computer & Info. Sciences, Gen.

Computer Training Network, Lompoc
Programs: Computer & Info. Sciences, Gen.

Lompoc Adult School, Lompoc
Programs: Computer & Info. Sciences, Gen.

Santa Barbara Business College, Santa Barbara
Programs: Computer & Info. Sciences, Other

Santa Barbara Business College, Santa Maria
Programs: Computer & Info. Sciences, Gen.
Comp. Engin. Tech/Technician

Santa Barbara City College, Santa Barbara
Programs: Computer & Info. Sciences, Gen.
Computer & Info. Sciences, Other

Santa Barbara County ROP, Santa Barbara
Programs: Computer & Info. Sciences, Other

Santa Barbara County ROP, Santa Maria
Programs: Computer & Info. Sciences, Other
Computer Main. Tech/Technician

University of California Extension, Goleta
Programs: Computer Systems Analysis

University of California, Santa Barbara
Programs: Computer & Info. Sciences, Gen.

Westmont College, Santa Barbara
Programs: Computer Science



OES Code: 219020

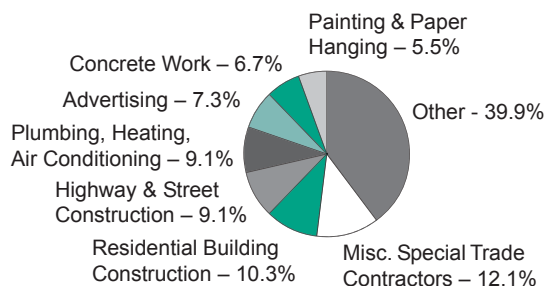
Cost Estimators prepare cost estimates for manufacturing of products, construction projects, or services to aid management in bidding on or determining price of products or services. They may specialize according to a particular service performed or product produced.

EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 75% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 60
 New: 40
 Due to Separations: 20

Projections:

Employer Findings: Many employers in this study project employment for this occupation to grow over the next two years.

EDD Projections: The new job trend rate for Cost Estimators is 22.2%, which is growing much faster when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find fully experienced applicants and moderately difficult to find inexperienced applicants. Employer demand is somewhat considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were new positions, some were created by turnover, and a few resulted from promotions or temporary positions.

Recruitment Methods:

Employee Referrals	86%
In-House Promotion or Transfer	50%
Newspaper Ads	43%

Promotional Opportunities: Many employers reported that Cost Estimators may be promoted to:

- Manager
- Supervisor
- Foreman

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent and a few require a college degree.

Experience/Training: Almost all responding employers require an average of 21 months of work-related experience, primarily in estimating, but many will substitute training for experience.

Most Important to Least Important Skills

- Understand manufacturing methods & techniques
- Analyze and interpret data and budgets
- Develop and maintain cost estimation databases
- Keep records and maintain files
- Read business and technical drawings
- Estimate materials for production & manufacturing

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 14.38	\$11.99
Experience/New to Firm		\$10.00 - 20.00	\$16.78
3+ Yrs. Experience with Firm		\$13.00 - 26.00	\$20.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.00 - 20.00	\$14.38
3+ Yrs. Experience with Firm		\$13.00 - 25.00	\$16.78
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$12.00 - 20.00	\$16.92
3+ Yrs. Experience with Firm		\$15.00 - 26.00	\$21.00

Employer Profile: 15 employers supplied the data for this occupation, 5 from North County and 10 from South County, representing a total of 109 positions. Of the positions reported, 94% were full-time. Some employers reported that full-time hours exceed 40 per week and may be as high as 50. Few employers reported that full-time hours are less than 35.

Wage Notes: 57% of employees wages are covered by Union/Collective Bargaining. Union employers generally pay at the top end of all wage ranges. Few firms pay bonuses above wages stated.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	40%	0%	40%	0%	0%	0%	Sick Leave	60%	0%	13%	0%	0%	0%
Dental	33%	0%	27%	0%	7%	0%	Vacation	60%	0%	13%	0%	0%	0%
Vision	33%	0%	13%	0%	7%	0%	Retirement	40%	0%	27%	0%	7%	0%
Life	33%	0%	7%	0%	7%	0%	Child Care	7%	0%	0%	0%	7%	0%
							Other	7%	0%	7%	0%	0%	0%

Other Benefits: Other employer-specified benefits include uniforms and AFLAC.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Business Admin. & Mgt, General
Antioch University
Programs: Business Admin. & Mgt, General
Santa Barbara Business College
Programs: Business Admin. & Mgt, General
Santa Barbara City College, Santa Barbara
Programs: Business Admin. & Mgt, General
Santa Barbara County ROP, Santa Barbara
Programs: Business Admin. & Mgt, General

University of California Extension, Santa Barbara
Programs: Business Admin. & Mgt, General
University of La Verne, Vandenberg A.F.B.
Programs: Business Admin. & Mgt, General
University of Santa Barbara, Santa Barbara
Programs: Business Admin. & Mgt, General
Westmont College, Santa Barbara
Programs: Business Admin. & Mgt, General



Non-OES Code: 979382999

Desktop Publishing-Graphic Designers use desktop publishing software to lay out pages, select size and style of type, and enter text and graphics into computer to produce printed materials, such as advertisements, brochures, newsletters, and forms, applying knowledge of graphic arts techniques and typesetting.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 56% of the positions were filled by males.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by employees leaving, some were new positions and a few were promotions.

Recruitment Methods:

Employee Referrals	87%
Newspaper Ads	67%
Walk-in Applicants	60%

Promotional Opportunities: Most employers reported that Desktop Publishing - Graphic Designers may be promoted to:

- Manager
- Graphic Design Manager
- Production Manager

Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Desktop Publishing - Graphic Designers is not available. The average growth rate for all jobs in the county is 14.1%.

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent, some employers require an Associate's Degree while a few employers require a Bachelor's Degree.

Experience/Training: Almost all responding employers require an average of 15 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Knowledge of digital printing
- Knowledge of Desktop Publishing Software
- Be detail oriented
- Work under pressure
- Understand layout and design concepts
- Organize and manage time effectively

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.50 - 15.50	\$12.00
Experience/New to Firm		\$ 7.00 - 19.18	\$15.00
3+ Yrs. Experience with Firm		\$ 9.00 - 31.16	\$18.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 7.00 - 14.00	\$10.00
3+ Yrs. Experience with Firm		\$ 9.00 - 26.90	\$12.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.00 - 25.00	\$16.78
3+ Yrs. Experience with Firm		\$14.00 - 31.16	\$20.30

Employer Profile: 15 employers supplied the data for this occupation, 5 from North County and 10 from South County, representing a total of 43 positions. Of the positions reported, 81% were full-time, 14% were part-time and 5% were temporary or on call. Full time hours can range from 40 to 50 hours per week.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	53%	7%	40%	7%	0%	0%
Dental	40%	7%	47%	7%	0%	0%
Vision	13%	0%	27%	7%	0%	0%
Life	27%	0%	27%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	47%	7%	20%	0%	0%	0%
Vacation	67%	7%	13%	0%	0%	0%
Retirement	13%	0%	47%	7%	0%	0%
Child Care	0%	0%	7%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria

Programs: Intro to Graphic Design
Basic Electronic Imagery
Desktop Publishing

Atlas Computer Centers, Lompoc & Santa Maria

Programs: PrePress/Desktop Publishing and
Digital Imaging Design

Computer Training Network, Lompoc, Santa Barbara and Santa Maria

Programs: PrePress/Desktop Publishing and
Digital Imaging Design
Web Page, Digital/Multimedia and
Information Resources Design

Santa Barbara County ROP, Santa Maria

Programs: Desktop Publishing
Graphic Communications

Santa Barbara Business College, Santa Maria

Programs: Web Page, Digital/Multimedia &
Information Resources Design
Web/Multimedia Management and
Webmaster

Santa Barbara County ROP, Santa Barbara

Programs: Web Page, Digital/Multimedia &
Information Resources Design

Tom Buhl Computing, Santa Barbara

Programs: Web Page, Digital/Multimedia &
Information Resources Design

**Non-OES Code: 211462999**

Grocery Checkers operate a cash register to itemize and total customer's purchases in a grocery store. They review price sheets to note price changes and sale items. They record prices, subtotal taxable items, and total purchases on a cash register. They collect cash, check or charge payment from customer and make change for cash transactions. They may stock shelves and mark prices on items. They count money in a cash drawer at the beginning and end of work shift and may record daily transaction amounts from a cash register to balance the cash drawer.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 61% of the positions were filled by females.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is not difficult to find experienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving, some resulted from promotions and a few were temporary positions.

Recruitment Methods:

Walk-in Applicants	87%
Employee Referrals	80%
Newspaper Ads	60%

Promotional Opportunities: Almost all employers reported that Grocery Checkers may be promoted to:

- Manager
- Assistant Manager
- Key Carrier
- Buyer
- Secretary

Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Grocery Checkers is not available. The average growth rate for all jobs in the county is 14.1%.

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent while many require less than a high school diploma.

Experience/Training: A few responding employers require an average of 8 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Balance cash register
- Provide customer service
- Receive payments and make change
- Sell merchandise
- Use cash registers
- Weigh and package products

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non Union		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 8.00	\$ 7.00
Experience/New to Firm		\$ 6.75 - 8.75	\$ 7.13
3+ Yrs. Experience with Firm		\$ 7.00 - 12.00	\$ 8.50
SANTA BARBARA COUNTY - Union		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.78 - 9.78	\$ 9.78
Experience/New to firm		\$13.04 - 16.70	\$16.70
3+ Yrs. Experience with Firm		\$17.50 - 17.50	\$17.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 10.00	\$ 7.13
Experience/New to Firm		\$ 6.75 - 16.70	\$ 7.50
3+ Yrs. Experience with Firm		\$ 7.00 - 17.50	\$ 8.50
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 9.78	\$ 7.00
Experience/New to Firm		\$ 7.00 - 16.70	\$ 8.00
3+ Yrs. Experience with Firm		\$ 8.50 - 17.50	\$10.00

Employer Profile: 15 employers supplied the data for this occupation, 10 from North County and 5 from South County, representing a total of 214 positions. Of the positions reported, 36% were full-time and 64% were part time. Full time hours can range from 36 to 50 hours per week.

Wage Notes: Union wages were reported by 20% of the employers. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	13%	13%	33%	33%	7%	0%
Dental	13%	13%	27%	27%	7%	0%
Vision	13%	13%	27%	27%	7%	0%
Life	13%	13%	20%	13%	13%	13%

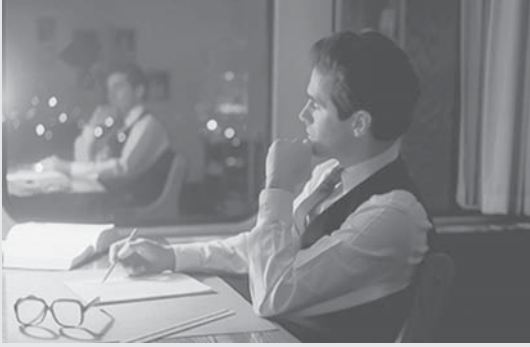
	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	33%	33%	13%	7%	7%	0%
Vacation	40%	33%	20%	7%	7%	0%
Retirement	7%	7%	20%	27%	7%	0%
Child Care	0%	0%	0%	0%	7%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

**Central City Vocational Training School,
Santa Maria**
Programs: Retailing and Retail Operations

Santa Barbara County ROP, Santa Maria
Programs: Merchandising
Retail Sales

**Non-OES Code: 166267999**

Human Resource Technicians provide assistance to personnel directors and managers in identifying, evaluating, and resolving human relations and work performance problems within establishments. Workers in this occupation attend meetings of managers, supervisors, and work units to ascertain problems that adversely effect employee morale and productivity and to determine effective remediation techniques, such as job skill training or personal intervention; develop and conduct training to instruct managers, supervisors, and workers in a variety of related skills, such as supervisory skills, conflict resolution skills, interpersonal communication skills, and group interaction skills; schedule individuals for technical job-related skills training. May assist in screening applicants for employment and in-house training programs, participate in labor relations issues, and write employee newsletter.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 88% of the positions were filled by females.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies were created by employees leaving and some resulted from promotions.

Recruitment Methods:

Employee Referrals	53%
Newspaper Ads	80%
Walk-in Applicants	47%

Promotional Opportunities: Most employers reported that Human Resource Technicians may be promoted to:

- Assistant Human Resource Manager
- Human Resource Manager
- Benefits Manager

Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Human Resource Technicians is not available. The average growth rate is 14.1% for all jobs in the county.

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent, some require a bachelor degree and a few require an associate degree.

Experience/Training: Many responding employers require an average of 23 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Keep records and maintain files
- Operate business machines
- Organize and work with detailed office or warehouse records
- Process/prepare business/government forms
- Use computer

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 14.49	\$11.04
Experience/New to Firm		\$ 7.50 - 18.96	\$15.34
3+ Yrs. Experience with Firm		\$ 8.25 - 28.77	\$18.33
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 12.00	\$10.07
Experience/New to Firm		\$ 7.50 - 28.58	\$15.65
3+ Yrs. Experience with Firm		\$ 8.25 - 37.74	\$18.70
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.00 - 14.49	\$14.38
Experience/New to Firm		\$11.00 - 18.96	\$15.34
3+ Yrs. Experience with Firm		\$13.00 - 28.77	\$18.33

Employer Profile: 15 employers supplied the data for this occupation, 10 from North County and 5 from South County, representing a total of 25 positions. Of the positions reported, 100% were full-time. Full-time hours can range from 40 to 45 hours per week.

Wage Notes: All wages reported were non-union. Other types of compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	20%	0%	67%	0%	13%	0%
Dental	33%	0%	47%	0%	13%	0%
Vision	20%	0%	40%	0%	0%	0%
Life	27%	0%	33%	0%	20%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	93%	0%	7%	0%	0%	0%
Vacation	100%	0%	0%	0%	0%	0%
Retirement	13%	0%	67%	0%	13%	0%
Child Care	0%	0%	0%	0%	7%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Academy Education Services, Inc., Santa Maria
Programs: General Office/Clerical and Typing Services

Center for Employment Training, Santa Maria
Programs: General Office/Clerical and Typing Services

Chapman University Academic Center, Santa Maria
Programs: Human Resource Management

Lompoc Adult School, Lompoc
Programs: General Office/Clerical and Typing Services

Santa Barbara Business College, Santa Barbara and Santa Maria
Programs: General Office/Clerical and Typing Services

Santa Barbara City College, Santa Barbara
Programs: General Office/Clerical and Typing Services

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: General Office/Clerical and Typing Services

University of California Extension, Santa Barbara
Programs: Human Resource Management



OES Code: 325050

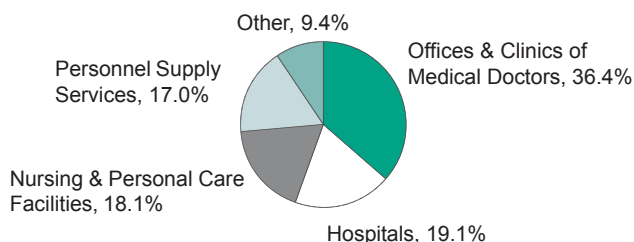
Licensed Vocational Nurses care for ill, injured, convalescent, and handicapped persons in hospitals, clinics, private homes, sanitariums, and similar institutions.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1,077 Large

Male/Female Percentage: Employers reported that 93% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 230

New: 130

Due to Separations: 100

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Licensed Vocational Nurses is 21.0% which is faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies were created by employees leaving and a few resulted from promotions or new positions.

Recruitment Methods:

Employee Referrals	80%
Newspaper Ads	80%
Walk-in Applicants	80%

Promotional Opportunities: Many employers reported that Licensed Vocational Nurses may be promoted to:

- Licensed Vocational Nurse I, II
- Charge Nurse
- Registered Nurse

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent and many also require an associate degree while a few require a bachelor degree.

Experience/Training: Most responding employers require an average of 15 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Administer medications/treatments
- Assist in examining and treating patients
- Collect specimens
- Maintain medical records
- Prepare patients for exams and treatments

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$12.13 - 18.00	\$16.00
Experience/New to Firm		\$12.14 - 20.00	\$17.00
3+ Yrs. Experience with Firm		\$12.50 - 21.50	\$18.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$12.13 - 17.00	\$14.03
Experience/New to Firm		\$12.14 - 18.00	\$14.03
3+ Yrs. Experience with Firm		\$12.50 - 20.00	\$15.79
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$16.00 - 20.00	\$18.00
3+ Yrs. Experience with Firm		\$16.00 - 21.50	\$18.00

Employer Profile: 15 employers supplied the data for this occupation, 9 from North County and 6 from South County, representing a total of 193 positions. Of the positions reported, 55% were full-time, 35% were part-time, and 10% were temporary or on-call.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	0%	0%	80%	27%	0%	0%
Dental	0%	0%	60%	20%	20%	0%
Vision	13%	7%	47%	13%	0%	0%
Life	40%	7%	13%	13%	13%	7%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	53%	20%	7%	0%	0%	0%
Vacation	67%	27%	7%	0%	0%	0%
Retirement	20%	13%	47%	7%	7%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Nursing, Other

Santa Barbara City College, Santa Barbara
Programs: Practical Nurse (L.P.N. Training)



OES Code: 329110

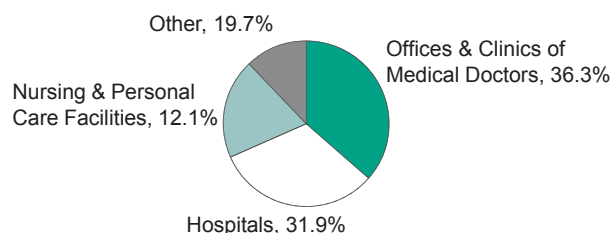
Medical Records Technicians compile and maintain medical records of hospital and clinic patients.

EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 97% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 50

New: 20
Due to Separations: 30

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Medical Records Technicians is 12.5% which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies were created by employees leaving, some were new positions, and a few resulted from promotions.

Recruitment Methods:

Employee Referrals	83%
Newspaper Ads	100%
Walk-in Applicants	61%

Promotional Opportunities: Most employers reported that Medical Records Technicians may be promoted to:

- Receptionist
- Billing Clerk
- Administrative Assistant

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent although a few do not.

Experience/Training: Many responding employers require an average of 12 months of previous work experience in this occupation but most are willing to substitute training for experience.

Most Important Skills:

- Apply medical office procedures
- Maintain medical records
- Operate business machines
- Organize/evaluate medical records
- Understand and use medical terminology
- Use computers to enter, access and retrieve client data

WAGES AND BENEFITS

SANTA BARBARA COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.25 - 10.00
\$ 6.44 - 16.30
\$ 6.75 - 18.00

MEDIAN

\$ 7.93
\$ 9.65
\$11.50

NORTH COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.25 - 10.00
\$ 6.44 - 16.00
\$ 6.75 - 18.00

MEDIAN

\$ 7.43
\$ 9.00
\$10.53

SOUTH COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 7.00 - 10.00
\$ 8.00 - 17.14
\$ 9.00 - 22.97

MEDIAN

\$ 8.75
\$10.50
\$12.26

Employer Profile: 18 employers supplied the data for this occupation, 9 from North County and 9 from South County, representing a total of 71 positions. Of the positions reported, 75% were full-time, 23% were part-time, and 3% were seasonal.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	22%	0%	67%	11%	0%	0%
Dental	6%	0%	56%	11%	11%	0%
Vision	22%	6%	39%	6%	0%	0%
Life	28%	6%	28%	6%	11%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	72%	17%	0%	0%	0%	0%
Vacation	83%	11%	0%	0%	0%	0%
Retirement	33%	6%	39%	6%	11%	0%
Child Care	0%	0%	0%	0%	6%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Atlas Computer Centers, Santa Maria
Programs: Medical Records Technology/
Technician

Center for Employment Training, Santa Maria
Programs: Medical Records Technology/
Technician



OES Code: 283050

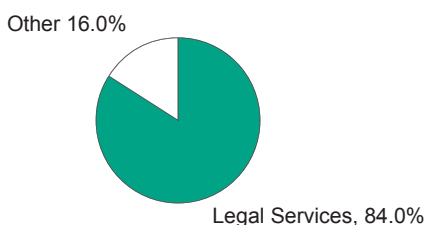
Paralegal Personnel assist lawyers by doing research in the preparation of lawsuits and/or legal documents as a career professional, usually having either a four-year college degree or a degree from an institute specializing in the paralegal profession. They may gather research data for use as evidence to formulate defense or to initiate legal action.

EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 95% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 90

New: 80
Due to Separations: 10

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Paralegal Personnel is 44.4% which is much faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies were created by employees leaving and some were new positions.

Recruitment Methods:

In-House Promotion or Transfer	21%
Employee Referrals	86%
Newspaper Ads	79%
Private Employment Agencies	21%
Walk-in Applicants	21%
Other	21%

Promotional Opportunities: A few employers reported that Paralegal Personnel may be promoted to:

- Legal Secretary
- Senior Legal Assistant
- Manager

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent, some require an associate degree, and a few require a bachelor degree.

Experience/Training: Most responding employers require an average of 29 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Assist with legal research
- Compile information for court cases
- Keep records and maintain files
- Prepare legal briefs/affidavits
- Understand legal terminology
- Use computers to enter, access & retrieve client data

WAGES AND BENEFITS

SANTA BARBARA COUNTY

Entry Level/No Experience

RANGE

\$10.09 - 15.14

MEDIAN

\$15.07

Experience/New to Firm

\$10.00 - 22.39

\$17.83

3+ Yrs. Experience with Firm

\$13.00 - 26.12

\$22.11

NORTH COUNTY

Entry Level/No Experience

RANGE

N/A

MEDIAN

N/A

Experience/New to Firm

\$10.00 - 18.65

\$12.31

3+ Yrs. Experience with Firm

\$11.50 - 23.97

\$15.07

SOUTH COUNTY

Entry Level/No Experience

RANGE

\$15.00 - 15.14

MEDIAN

\$15.14

Experience/New to Firm

\$15.55 - 22.39

\$19.45

3+ Yrs. Experience with Firm

\$20.00 - 26.12

\$23.32

Employer Profile: 16 employers supplied the data for this occupation, 6 from North County and 10 from South County, representing a total of 39 positions. Of the positions reported, 87% were full-time and 13% were part-time.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	63%	0%	13%	0%	0%	0%
Dental	25%	0%	13%	0%	6%	0%
Vision	6%	0%	13%	0%	6%	0%
Life	56%	0%	0%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	94%	19%	0%	0%	0%	0%
Vacation	94%	19%	0%	0%	0%	0%
Retirement	31%	6%	38%	0%	0%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Santa Barbara City College, Santa Barbara
Programs: Law and Legal Studies, Other

Santa Barbara College of Law, Santa Barbara
Programs: Law and Legal Studies, Other

Southern California Institute of Law, Santa Barbara
Programs: Law and Legal Studies, Other

University of California, Santa Barbara
Programs: Law and Legal Studies, Other

**OES Code: 323080**

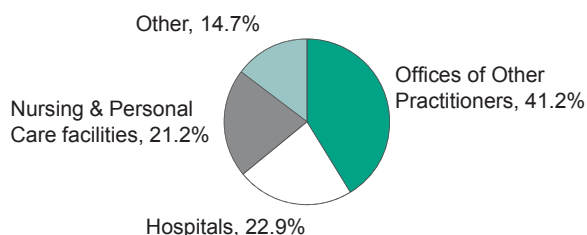
Physical Therapists apply techniques and treatments that help relieve pain, increase the patient's strength, and decrease or prevent deformity and crippling.

EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 73% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 40
 New: 20
 Due to Separations: 20

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Physical Therapists is 13.3% which is growing at an average rate compared to the growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many of the vacancies were created by employees leaving, some were new positions, and a few were temporary positions.

Recruitment Methods:

Employee Referrals	69%
Newspaper Ads	46%
School Program Referrals	46%

Promotional Opportunities: Some employers reported that Physical Therapists may be promoted to:

- Physical Therapist II
- Case Manager
- Therapy Supervisor
- Assistant Director

EMPLOYER REQUIREMENTS

Education: A few employers require recent hires to have a high school diploma but many require a bachelor degree or graduate study.

Experience/Training: Many responding employers require an average of 17 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Analyze therapy response
- Conduct patient assessments
- Document medical prognosis
- Keep records and maintain files

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.67 - 24.00	\$21.03
Experience/New to Firm		\$12.00 - 30.00	\$25.00
3+ Yrs. Experience with Firm		\$20.00 - 30.00	\$27.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.67 - 23.00	\$16.00
Experience/New to Firm		\$13.00 - 26.00	\$20.00
3+ Yrs. Experience with Firm		\$23.01 - 30.00	\$27.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.00 - 24.00	\$21.77
Experience/New to Firm		\$12.00 - 34.52	\$25.00
3+ Yrs. Experience with Firm		\$15.00 - 38.15	\$28.00

Employer Profile: 18 employers supplied the data for this occupation, 7 from North County and 11 from South County, representing a total of 117 positions. Of the positions reported, 50% were full-time, 37% were part-time, and 13% were temporary or on-call.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	50%	17%	39%	17%	0%	6%
Dental	17%	11%	28%	17%	6%	0%
Vision	11%	11%	22%	6%	0%	0%
Life	17%	11%	22%	6%	6%	6%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	78%	22%	6%	0%	0%	0%
Vacation	83%	33%	6%	0%	0%	0%
Retirement	28%	11%	28%	6%	11%	0%
Child Care	6%	6%	0%	17%	6%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
 Programs: Exercise Science/Pre-Physical Therapy

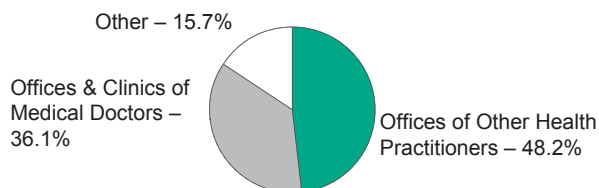
**OES Code: 325110**

Physicians' Assistants provide patient services under the direct supervision and responsibility of a doctor of medicine or osteopathy. They elicit detailed patient histories and do complete physical examinations, reach tentative diagnosis and order appropriate laboratory tests. This occupation requires certification by the National Commission on Certification of Physicians' Assistants and the California State Board of Medical Quality Assurance. Does not include Nurses, or Ambulance Attendants whose training is limited to the application of first aid.

EMPLOYMENT TRENDS

Occupation Size: 254 - 506 Medium

Male/Female Percentage: Employers reported that 74% of the positions were filled by females.

Where The Jobs Are:

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies filled were created by employees leaving and a few resulted from new positions.

Recruitment Methods:

Newspaper Ads	73%
Employee Referrals	36%
Walk-in Applicants	18%

Promotional Opportunities: All employers reported that they do not promote Physician's Assistants.

Projected Openings: 90
 New: 60
 Due to Separations: 30

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Physician's Assistants is 22.2%, which is growing much faster when compared to the average growth rate of 14.1% for all jobs in the county.

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have Graduate Study or a Bachelor's Degree while a few employers require an Associate's Degree.

Experience/Training: Almost all responding employers require an average of 26 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Apply medical diagnostic techniques
- Chart medical data
- Conduct complete physical examinations
- Prepare patients for exams and treatments
- Take vital signs
- Understand and use medical terminology

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$15.00-20.00	\$15.66
Experience/New to Firm		\$18.00-38.36	\$30.00
3+ Yrs. Experience with Firm		\$25.00-40.75	\$33.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$18.00-32.00	\$30.00
3+ Yrs. Experience with Firm		\$18.00-36.00	\$33.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$14.38-38.36	\$26.00
3+ Yrs. Experience with Firm		\$25.00-40.75	\$32.93

Employer Profile: 15 employers supplied the data for this occupation, 5 from North County and 10 from South County, representing a total of 19 positions. Of the positions reported, 63% were full-time, 37% were part-time.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	53%	0%	0%	7%	0%	7%		53%	7%	0%	0%	0%	7%
Dental	13%	0%	0%	7%	0%	7%		53%	7%	0%	0%	0%	7%
Vision	7%	0%	0%	0%	0%	7%		7%	0%	20%	13%	13%	7%
Life	7%	0%	0%	0%	0%	0%		0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Medical/Clinical Assistant

Lompoc Adult School, Lompoc
Programs: Medical/Clinical Assistant

Medical Career Services, Santa Barbara
Programs: Medical/Clinical Assistant

Santa Barbara Business College, Santa Barbara
Programs: Medical/Clinical Assistant

Vocational Career Services, Santa Barbara
Programs: Medical/Clinical Assistant



OES Code: 325020

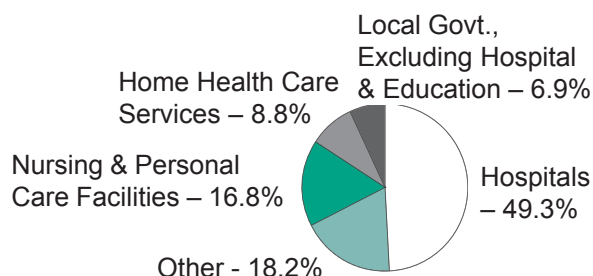
Registered Nurses administer nursing care to ill or injured persons. This group includes administrative, public health, industrial, private duty, and surgical nurses. Licensing or registration is required. Does not include Nursing Instructors or Teachers.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 93% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 500
 New: 240
 Due to Separations: 260

Projections:

Employer Findings: Many employers in this study project employment for this occupation to grow over the next two years.

EDD Projections: The new job trend rate for Registered Nurses is 11.2%, which is slower than average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find inexperienced applicants and moderately difficult to find experienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, some of the vacancies filled were created by turnover, or temporary or new positions, and a few resulted from promotions.

Recruitment Methods:

Employee Referrals	87%
Newspaper Ads	80%
Walk-in Applicants	47%

Promotional Opportunities: Most employers reported that Registered Nurses may be promoted to:

- Manager
- Supervisor of Nursing Unit
- Director of Nursing
- Administrator
- Clinical Coordinator

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent and most require a college degree.

Experience/Training: Many responding employers require an average of 18 months of work-related experience, primarily in Nursing, but some will substitute training for experience.

Most Important to Least Important Skills:

- Analyze patient information
- Work as part of a team
- Apply interpersonal communication skills
- Apply counseling techniques
- Read and understand directions
- Use spreadsheet programs

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$17.50 - 22.00	\$18.10
Experience/New to Firm		\$13.00 - 25.00	\$20.00
3+ Yrs. Experience with Firm		\$16.00 - 30.00	\$22.38
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$13.00 - 17.00	\$16.95
3+ Yrs. Experience with Firm		\$16.00 - 19.00	\$18.26
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$17.54 - 22.00	\$18.25
Experience/New to Firm		\$13.64 - 25.00	\$21.50
3+ Yrs. Experience with Firm		\$17.90 - 30.00	\$23.00

Employer Profile: 15 employers supplied the data for this occupation, 4 from North County and 11 from South County, representing a total of 1325 positions. Of the positions reported, 48% were full-time, 27% were part-time, and 25% were temporary or on-call. A few employers reported that full-time hours may exceed 40 per week and may be as high as 45.

Wage Notes: Union wages were reported by 13% of the employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	27%	0%	73%	0%	0%	7%	Sick Leave	80%	47%	7%	0%	0%	0%
Dental	7%	0%	73%	0%	7%	7%	Vacation	87%	47%	7%	0%	0%	0%
Vision	27%	13%	40%	0%	7%	0%	Retirement	33%	13%	33%	0%	13%	7%
Life	47%	13%	27%	0%	7%	7%	Child Care	0%	0%	20%	0%	0%	0%
							Other	0%	0%	7%	0%	0%	0%

Other Benefits: Other employer-specified benefits include 401 (K) Plans.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Nursing (R.N. Training)



OES Code: 313050

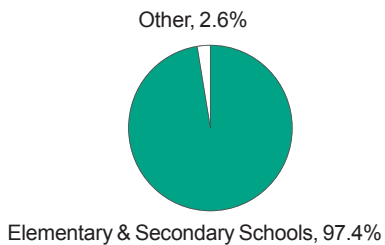
Elementary School Teachers teach elementary (kindergarten through eighth grade) pupils in public or private schools basic academic, social, and other formative skills. Does not include special education teachers who teach only handicapped pupils.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 83% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 730

New: 310
Due to Separations: 420

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Teachers - Elementary School is 12.4%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and not difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies were created by employees leaving, a few were new positions or resulted from promotions.

Recruitment Methods:

Newspaper Ads	63%
Internet	56%
Colleges/Universities	75%

Promotional Opportunities: Most employers reported that Teachers - Elementary School may be promoted to:

- Assistant Principal
- Principal

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a bachelors degree or graduate study and a few require an associate degree.

Experience/Training: Some responding employers require an average of 19 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Assess educational potential/need
- Conduct parent conferences
- Evaluate student performance
- Manage classroom activities (art, drama, music & related)
- Prepare lesson plans/outlines

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non-Union		RANGE	MEDIAN
Entry Level/No Experience		\$12.79 - 18.11	\$16.49
Experience/New to Firm		\$14.38 - 20.46	\$16.06
3+ Yrs. Experience with Firm		\$16.78 - 23.49	\$17.82
SANTA BARBARA COUNTY - Union		RANGE	MEDIAN
Entry Level/No Experience		\$15.54 - 19.95	\$17.45
Experience/New to Firm		\$17.65 - 25.48	\$21.02
3+ Yrs. Experience with Firm		\$19.18 - 31.92	\$23.58
NORTH COUNTY - Union & Non-Union		RANGE	MEDIAN
Entry Level/No Experience		\$15.54 - 19.95	\$17.17
Experience/New to Firm		\$14.38 - 24.80	\$19.49
3+ Yrs. Experience with Firm		\$17.26 - 28.30	\$21.88
SOUTH COUNTY - Union & Non-Union		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		N/A	N/A
3+ Yrs. Experience with Firm		N/A	N/A

Employer Profile: 16 employers supplied the data for this occupation, 10 from North County and 6 from South County, representing a total of 1618 positions. Of the positions reported, 94% were full-time and 6% were part-time. Full-time hours can range from 35 to 45 hours per week.

Wage Notes: Union wages were reported by 63% of the employers. Teachers annual wages may be paid monthly or prorated over a 12 month period.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	88%	13%	13%	13%	0%	6%
Dental	88%	13%	13%	13%	0%	6%
Vision	88%	13%	6%	13%	0%	6%
Life	44%	6%	6%	13%	13%	6%
Sick Leave	100%	38%	0%	0%	0%	0%
Vacation	50%	19%	0%	0%	0%	0%
Retirement	44%	0%	31%	25%	6%	6%
Child Care	0%	0%	0%	0%	13%	6%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Antioch University, Santa Barbara
Programs: Education, General

Chapman University VAFB, Santa Maria
Programs: Education, General

Lompoc Adult School, Lompoc
Programs: Education, General

Santa Barbara County ROP, Santa Maria
Programs: General Teacher Education, Other

University of Santa Barbara, Santa Barbara
Programs: Education, General



OES Code: 315140

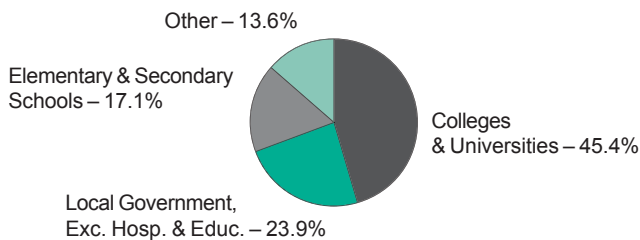
Vocational and Educational Counselors counsel individuals and provide group educational and vocational guidance services.

EMPLOYMENT TRENDS

Occupation Size: 254 - 506 Medium

Male/Female Percentage: Employers reported that 67% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 90

New: 40
Due to Separations: 50

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Vocational and Educational Counselors is 13.3%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies were created by employees leaving and a few resulted from promotions or temporary positions.

Recruitment Methods:

Newspaper Ads	80%
Employee Referrals	53%
In-house Promotions or Transfer	40%

Promotional Opportunities: Almost all employers reported that Vocational and Educational Counselors may be promoted to:

- Director
- Supervisor
- Administrator
- Vice Principal
- Executive Dean

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a Bachelor's Degree, some require a high school diploma or the equivalent or graduate study while a few require an Associate's Degree.

Experience/Training: Many responding employers require an average of 19 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply active listening techniques
- Apply counseling techniques
- Assess educational potential and need
- Conduct parent conferences
- Evaluate educational outcomes
- Recognize student learning levels

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non Union		
	RANGE	MEDIAN
Entry Level/No Experience	\$13.42 - 18.22	\$16.78
Experience/New to Firm	\$13.00 - 21.58	\$15.41
3+ Yrs. Experience with Firm	\$ 8.90 - 23.97	\$17.11
SANTA BARBARA COUNTY - Union		
	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$15.59 - 19.33	\$18.65
3+ Yrs. Experience with Firm	\$17.72 - 33.56	\$20.49
NORTH COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$13.00 - 19.33	\$16.46
3+ Yrs. Experience with Firm	\$14.00 - 33.56	\$19.94
SOUTH COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	\$13.42 - 18.22	\$16.78
Experience/New to Firm	\$ 8.15 - 21.58	\$15.56
3+ Yrs. Experience with Firm	\$ 8.90 - 23.97	\$17.11

Employer Profile: 15 employers supplied the data for this occupation, 5 from North County and 10 from South County, representing a total of 119 positions. Of the positions reported, 93% were full-time and 7% were part-time.

Wage Notes: Union wages were reported by 23% of the employers. Out of pattern wages can occur when employers do not hire employees in all experience levels. Other employer specified compensation may include bilingual pay.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	27%	7%	67%	7 %	0%	0%
Dental	33%	13%	60%	0%	0%	0%
Vision	33%	13%	40%	0%	0%	0%
Life	47%	13%	13%	0%	20%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	80%	13%	7%	0%	0%	0%
Vacation	80%	13%	7%	0%	0%	0%
Retirement	53%	13%	40%	0%	0%	0%
Child Care	0%	0%	0%	0%	7%	0%
Other	0%	0%	13%	0%	0%	0%

Other Benefits: Employer specified benefits include long term disability and 403-B.

TRAINING PROVIDERS

Antioch University, Santa Barbara
Programs: Counselor Education/School
Counseling and Guidance
Services

University of Santa Barbara, Santa Barbara
Programs: Education, General

**Chapman University, Santa Maria and
Vandenberg Air Force Base**
Programs: Education, General



OES Code: 213020

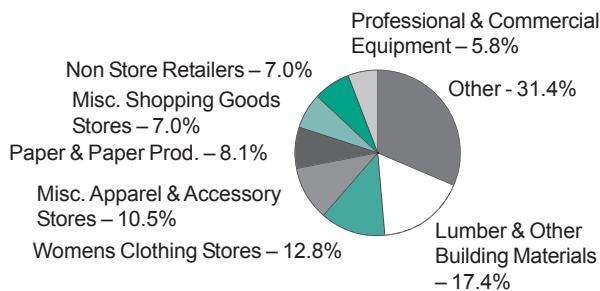
Wholesale and Retail Buyers buy merchandise or commodities (other than farm products) for resale to consumers at the wholesale or retail level, including both durable and nondurable goods. They analyze past buying trends, sales records, and the price and quality of merchandise to determine value and yield. Buyers select, order, and authorize payment of merchandise according to contractual agreements. They may conduct meetings with sales personnel and introduce new products. Please include Assistant Buyers.

EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 50% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 30
 New: 10
 Due to Separations: 20

Projections:

Employer Findings: Many employers in this study project employment for this occupation to either remain stable or grow over the next two years.

EDD Projections: The new job trend rate for Wholesale & Retail Buyers is 7.7%, which is slower than average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find inexperienced and moderately difficult to find experienced applicants. Employer demand is considerably greater than supply. Applicants may encounter no competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by turnover and many resulted from promotions.

Recruitment Methods:

In-House Promotion or Transfer	33%
Newspaper Ads	60%
Employee Referrals	80%

Promotional Opportunities: Many employers reported that Wholesale & Retailer Buyers may be promoted to:

- Manager
- District Supervisor
- Senior Assistant
- Human Resources
- Director

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent and a few require a college degree.

Experience/Training: Some responding employers require an average of 24 months of work-related experience, primarily in buying, but many will substitute training for experience.

Most Important to Least Important Skills:

- Use computers to organize and locate parts & inventory
- Use appraisal techniques when purchasing or trading merchandise
- Manage inventories and supplies
- Recognize and evaluate product quality as part of sales activities
- Provide customer service
- Apply interpersonal communication techniques

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.00 - 11.51	\$ 8.33
Experience/New to Firm		\$ 7.00 - 16.78	\$10.42
3+ Yrs. Experience with Firm		\$ 8.00 - 19.18	\$14.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.00 - 8.50	\$ 7.67
Experience/New to Firm		\$ 7.00 - 10.42	\$ 9.30
3+ Yrs. Experience with Firm		\$ 8.00 - 15.62	\$12.71
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 11.51	\$10.00
Experience/New to Firm		\$ 9.00 - 16.78	\$12.00
3+ Yrs. Experience with Firm		\$11.99 - 19.18	\$14.50

Employer Profile: 15 employers supplied the data for this occupation, 6 from North County and 9 from South County, representing a total of 42 positions. Of the positions reported, 79% were full-time and 21% were part-time. A few employers reported that full-time hours exceed 40 per week and may be as high as 42.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	73%	7%	7%	0%	7%	0%	Sick Leave	60%	7%	0%	0%	7%	0%
Dental	40%	7%	7%	0%	13%	0%	Vacation	80%	7%	0%	0%	7%	0%
Vision	40%	7%	7%	0%	0%	0%	Retirement	33%	7%	20%	0%	20%	0%
Life	40%	0%	7%	0%	7%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	7%	0%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include gym membership.

TRAINING PROVIDERS

Lompoc Adult School, Lompoc
Programs: General Buying Operations

**Non-OES Code: 522685999**

Wine Fermenters tend tanks that convert (ferment) crushed fruit or must into wines by dumping or shoveling specified amounts of crushed fruits into wine tanks and starting pump to admit premeasured amounts of syrup, or by pouring and dumping specified amount of chemicals and yeast into tanks containing must to prevent bacteria growth and to induce fermentation.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 84% of the positions were filled by males.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were temporary positions and few were new positions, or resulted from promotions.

Recruitment Methods:

Employee Referrals	89%
Walk-in Applicants	56%
In-House Promotion or Transfer	56%

Promotional Opportunities: Most employers reported that Wine Fermentors may be promoted to:

- Cellar Master
- Assistant Winemaker
- Foreman

Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Wine Fermenters is not available. The average growth rate is 14.1% for jobs in the county.

EMPLOYER REQUIREMENTS

Education: Many employers do not require recent hires to have a high school diploma or the equivalent.

Experience/Training: Some responding employers require an average of 16 months of work-related experience, primarily in wine fermenting.

Most Important to Least Important Skills:

- Collect & analyze data
- Perform technical duties accurately
- Understand wine production methods & techniques
- Apply wine chemistry principles
- Apply quality assurance techniques
- Keep accurate records and maintain files

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.00 - 9.01	\$ 7.49
Experience/New to Firm		\$ 7.00 - 13.00	\$ 8.00
3+ Yrs. Experience with Firm		\$ 9.25 - 21.00	\$11.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.00 - 9.01	\$ 7.49
Experience/New to Firm		\$ 7.00 - 9.18	\$ 8.00
3+ Yrs. Experience with Firm		\$ 9.25 - 21.00	\$11.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		N/A	N/A
3+ Yrs. Experience with Firm		N/A	N/A

Employer Profile: 9 employers from North County supplied the data for this occupation, representing a total of 74 positions. Of the positions reported, 54% were full-time, 3% were part-time, and 43% were seasonal. A few employers reported that full-time hours exceed 40 per week and may be as high as 42.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	33%	0%	44%	0%	0%	0%
Dental	22%	0%	33%	0%	0%	0%
Vision	11%	0%	22%	0%	0%	0%
Life	44%	0%	22%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	56%	0%	11%	0%	0%	0%
Vacation	67%	0%	11%	0%	0%	0%
Retirement	11%	0%	22%	0%	11%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Viticulture

Santa Barbara County ROP, Santa Maria
Programs: Horticulture Services Operation and Management

Santa Barbara City College, Santa Barbara
Programs: Horticulture Science

SALES AND RELATED OCCUPATIONS

Cashiers
Salespersons - Retail



OES Code: 490230

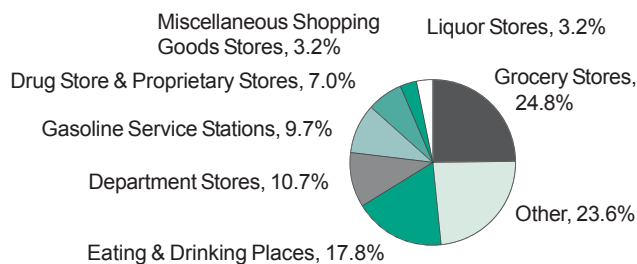
Cashiers receive and disburse cash payments, handle credit transactions, make change, issue receipts, and balance the tender drawer in a variety of establishments. Their work usually involves the use of adding machines, cash registers, and change makers.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 57% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 1,970
 New: 610
 Due to Separations: 1,360

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Cashiers is 15.3%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers reported it is moderately difficult to find experienced applicants and not difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most vacancies were created by employees leaving, a few were new positions, and some resulted from promotions.

Recruitment Methods:

Employee Referrals	93%
Newspaper Ads	67%
Walk-in Applicants	80%

Promotional Opportunities: Almost all employers reported that Cashiers may be promoted to:

- Server
- Crew Chief
- Shift Manager
- Assistant Manager
- Manager

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: A few responding employers require an average of 7 months of previous work experience in this occupation, but many will substitute training for experience.

Most Important Skills:

- Balance cash register
- Provide customer service
- Receive payments and make change
- Sell merchandise
- Use cash registers
- Weigh/package products

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non-Union		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 7.50	\$ 6.38
Experience/New to Firm		\$ 6.25 - 10.00	\$ 7.50
3+ Yrs. Experience with Firm		\$ 6.25 - 17.10	\$ 9.50
SANTA BARBARA COUNTY - Union		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 9.75 - 17.10	\$ 9.78
3+ Yrs. Experience with Firm		\$17.10 - 17.10	\$17.10
NORTH COUNTY - Union & Non-Union		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 10.00	\$ 6.25
Experience/New to Firm		\$ 6.25 - 17.10	\$ 7.00
3+ Yrs. Experience with Firm		\$ 6.25 - 17.10	\$ 9.00
SOUTH COUNTY - Union & Non-Union		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 7.50	\$ 7.00
Experience/New to Firm		\$ 6.25 - 9.78	\$ 7.75
3+ Yrs. Experience with Firm		\$ 7.00 - 17.10	\$ 9.75

Employer Profile: 15 employers supplied the data for this occupation, 9 from North County and 6 from South County, representing a total of 312 positions. Of the positions reported, 29% were full-time and 71% were part-time. Full-time hours can range from 40 to 45 hours per week.

Wage Notes: Union wages were reported by 20% of the employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	27%	20%	27%	7%	0%	7%
Dental	20%	20%	27%	7%	0%	13%
Vision	27%	20%	27%	7%	0%	7%
Life	13%	13%	27%	7%	0%	7%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	40%	33%	0%	0%	0%	0%
Vacation	53%	40%	0%	0%	0%	0%
Retirement	27%	20%	20%	13%	7%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Central City Vocational Training School, Santa Maria
Programs: General Retailing Operations

Santa Barbara County ROP, Santa Maria
Programs: General Retailing Operations

**OES Code: 490112**

Retail Salespersons (except Vehicle Sales) sell a variety of merchandise to the public. They assist the customer in making selections, obtain or receive the merchandise, total the bill, receive the payment in cash or by check or credit card, operate a cash register, and make change for the customer. They may stock shelves and set up advertising displays. Does not include workers who work primarily as Cashiers.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 67% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 2380
 New: 850
 Due to Separations: 1530

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Salespersons - Retail is 14.4%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many vacancies were created by employees leaving, some were new positions, and a few resulted from promotions.

Recruitment Methods:

Employee Referrals	76%
Newspaper Ads	53%
Walk-in Applicants	88%

Promotional Opportunities: Almost all employers reported that Salespersons - Retail may be promoted to:

- Lead
- Supervisor
- Assistant Department Manager
- Department Manager

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent, although a few do not.

Experience/Training: Some responding employers require an average of 11 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Apply product knowledge to marketing of goods
- Describe and demonstrate goods and services
- Provide customer service
- Sell merchandise
- Understand sales contracts
- Use cash registers

WAGES AND BENEFITS

SANTA BARBARA COUNTY

Entry Level/No Experience

RANGE

\$ 6.25 - 8.50

MEDIAN

\$ 7.25

Experience/New to Firm

\$ 6.50 - 10.00

\$ 8.00

3+ Yrs. Experience with Firm

\$ 7.25 - 14.50

\$10.00

NORTH COUNTY

Entry Level/No Experience

RANGE

\$ 6.25 - 8.50

MEDIAN

\$ 7.25

Experience/New to Firm

\$ 6.50 - 10.00

\$ 7.88

3+ Yrs. Experience with Firm

\$ 7.50 - 16.00

\$10.00

SOUTH COUNTY

Entry Level/No Experience

RANGE

\$ 6.25 - 8.25

MEDIAN

\$ 7.25

Experience/New to Firm

\$ 6.50 - 10.00

\$ 8.00

3+ Yrs. Experience with Firm

\$ 7.25 - 14.50

\$ 8.50

Employer Profile: 17 employers supplied the data for this occupation, 6 from North County and 11 from South County, representing a total of 617 positions. Of the positions reported, 49% were full-time, 46% were part-time, 3% were seasonal, and 2% were temporary. Full-time hours can range from 36 to 42 hours per week.

Wage Notes: All wages reported were non-union.

Benefits:

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	24%	6%	53%	12%	6%	12%
Dental	12%	6%	47%	12%	12%	12%
Vision	18%	6%	35%	12%	12%	12%
Life	18%	0%	41%	12%	12%	12%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	53%	18%	12%	12%	0%	6%
Vacation	71%	35%	12%	12%	0%	6%
Retirement	24%	0%	29%	18%	12%	12%
Child Care	0%	0%	6%	0%	0%	6%
Other	6%	0%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include stock options.

TRAINING PROVIDERS

Santa Barbara County ROP, Santa Barbara and Santa Maria

Programs: Retail Sales

CLERICAL AND ADMINISTRATIVE OCCUPATIONS

Administrative Assistants
Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers
Dispatchers - Except Police, Fire and Ambulance
File Clerks
General Office Clerks
Hotel Desk Clerks
Legal Secretaries
Payroll and Timekeeping Clerks
Receptionists and Information Clerks
Secretaries, Except Legal and Medical
Stock Clerks - Stockroom, Warehouse, Storage Yard
Tellers
Traffic, Shipping, and Receiving Clerks

**Non-OES Code: 169167997**

Administrative Assistants aid executives by coordinating, analyzing, and improving office services, such as personnel, budget, and operating practices. They analyze personnel requirements, study methods of improving performance standards, and analyze jobs for wage-and-salary adjustments and promotions. They analyze budgetary requirements and expenditures, and study methods to implement cost reduction. They analyze operating practices and create systems, or revise established procedures to simplify and improve reporting procedures, work flow, record keeping systems, forms control, office layout, or suggestion systems. They interpret operating policies and, prepare reports with recommendations for solutions of administrative problems, and answer correspondence. They may direct services, such as maintenance, repair, supplies, and mail.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 82% of the positions were filled by females.

Where The Jobs Are: N/A

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter little competition in their job search.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by turnover or new positions, and some resulted from promotions.

Recruitment Methods:

Employee Referrals	78%
Newspaper Ads	67%
In-House Promotion or Transfer	56%

Promotional Opportunities: Most employers reported that Administrative Assistants may be promoted to:

- Manager
- Director of Operations
- Executive Assistant
- Human Resources Manager
- Analyst

Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Administrative Assistants is not available. The average growth rate is 14.1% for jobs in the county.

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent and a few require a college degree.

Experience/Training: Most responding employers require an average of 22 months of work-related experience, primarily in accounting, but some will substitute training for experience.

Most Important to Least Important Skills:

- Apply interpersonal communication techniques
- Assist with business & managerial research
- Organize office processes
- Compose business correspondence
- Perform typing or data entry for extended periods of time
- Make appointments

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 14.84	\$11.97
Experience/New to Firm		\$ 8.00 - 19.18	\$13.70
3+ Yrs. Experience with Firm		\$ 8.50 - 21.58	\$17.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 6.50 - 17.26	\$13.27
3+ Yrs. Experience with Firm		\$ 8.50 - 19.37	\$17.22
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$11.00 - 19.18	\$13.85
3+ Yrs. Experience with Firm		\$15.00 - 21.58	\$16.78

Employer Profile: 19 employers supplied the data for this occupation, 9 from North County and 10 from South County, representing a total of 105 positions. Of the positions reported, 93% were full-time and 7% were part-time. Few employers reported that full-time hours exceed 40 per week and may be as high as 48.

Wage Notes: 57 % of employees wages are covered by union/collective bargaining. Union employers generally pay at the top end of all wage ranges. Few firms also pay bonuses above wages stated.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	26%	5%	74%	5%	0%	0%		Sick Leave	79%	11%	11%	0%	0%
Dental	37%	5%	58%	5%	0%	0%		Vacation	100%	11%	0%	0%	0%
Vision	37%	5%	47%	5%	11%	0%		Retirement	47%	5%	32%	0%	11%
Life	53%	11%	32%	0%	0%	0%		Child Care	0%	0%	5%	0%	0%
								Other	0%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include Accidental Death Insurance.

TRAINING PROVIDERS

Atlas Computer Center, Santa Maria

Programs: Office Supervision & Management
Administrative Asst./Secretarial
Science, General

Lompoc Adult School, Lompoc

Programs: Administrative Asst./ Secretarial
SScience, General

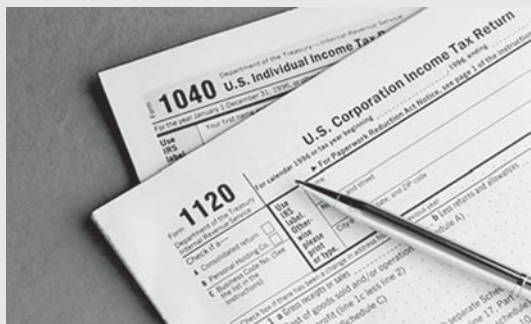
Santa Barbara Business College

Programs: Administrative Assistant/Secretarial
Science, General

Santa Barbara County ROP, Santa Maria and Santa Barbara

Programs: Administrative Assistant/Secretarial
Science, General

70 BOOKKEEPING, ACCOUNTING AND AUDITING CLERKS, INCLUDING BOOKKEEPERS



OES Code: 553380

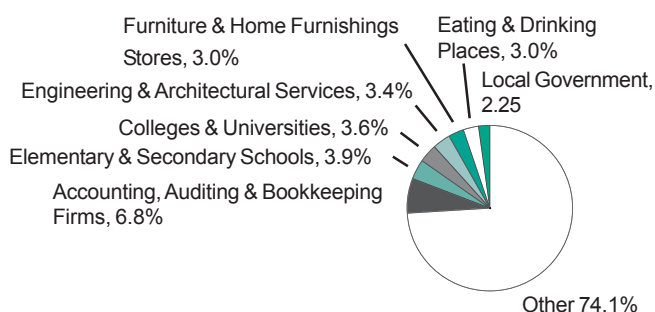
Bookkeeping, Accounting, and Auditing Clerks, including Bookkeepers, compute, classify, and record numerical data to keep sets of financial records complete. They perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. They may also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers. Does not include individuals whose primary duty is operating special office machines.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 83% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 410
 New: 90
 Due to Separations: 320

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Bookkeeping, Accounting, and Auditing Clerks is 3.7%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers reported it is moderately difficult to find experienced applicants and very difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many vacancies were created by employees leaving, some were new positions, and a few resulted from promotions or temporary positions.

Recruitment Methods:

In-House Promotion or Transfer	53%
Employee Referrals	68%
Newspaper Ads	74%
Walk-in Applicants	53%

Promotional Opportunities: Most employers reported that Bookkeepers, Accounting and Auditing Clerks may be promoted to:

- Accountant
- Senior Bookkeeper
- Staff Accountant
- Manager

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent and a few require an associate degree.

Experience/Training: Most responding employers require an average of 17 months of previous work experience in this occupation, but some will substitute training for experience.

Most Important Skills:

- Apply principles of accounting
- Keep records and maintain files
- Monitor accounts payable/receivable
- Operate business machines
- Reconcile bank statements
- Use computers to enter, access & retrieve client data

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 12.68	\$ 9.25
Experience/New to Firm		\$ 8.50 - 19.18	\$13.00
3+ Yrs. Experience with Firm		\$10.50 - 26.00	\$16.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 8.50 - 16.78	\$12.76
3+ Yrs. Experience with Firm		\$11.00 - 19.18	\$15.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.25 - 12.68	\$11.51
Experience/New to Firm		\$ 9.25 - 21.58	\$15.19
3+ Yrs. Experience with Firm		\$10.50 - 26.00	\$20.00

Employer Profile: 19 employers supplied the data for this occupation, 7 from North County and 12 from South County, representing a total of 64 positions. Of the positions reported, 95% were full-time, 3% were part-time, and 2% were seasonal. Full-time hours can range from 38 to 45 hours per week.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	37%	5%	63%	0%	0%	0%
Dental	42%	5%	42%	0%	5%	0%
Vision	16%	0%	26%	0%	0%	0%
Life	63%	5%	21%	0%	11%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	89%	5%	0%	0%	0%	0%
Vacation	95%	5%	5%	0%	0%	0%
Retirement	16%	0%	63%	5%	0%	0%
Child Care	0%	0%	0%	0%	11%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
 Programs: Accounting Technician
Atlas Computer Center, Santa Barbara
 Programs: Accounting Technician
Computer Support Services, Santa Maria
 Programs: Accounting, Other
Santa Barbara Business College, Santa Barbara
 Programs: Accounting
Santa Barbara Business College, Santa Maria
 Programs: Accounting, Other
Santa Barbara City College, Santa Barbara
 Programs: Accounting, Other

Santa Barbara City College, Santa Barbara
 Programs: Accounting, Other
Santa Barbara County ROP, Santa Barbara
 Programs: Accounting
Santa Barbara County ROP, Santa Maria
 Programs: Accounting Technician
University of California Extension, Santa Barbara, Goleta
 Programs: Accounting
University of LaVerne, VAFB
 Programs: Accounting

DISPATCHERS - EXCEPT POLICE, FIRE, AND AMBULANCE



OES Code: 580050

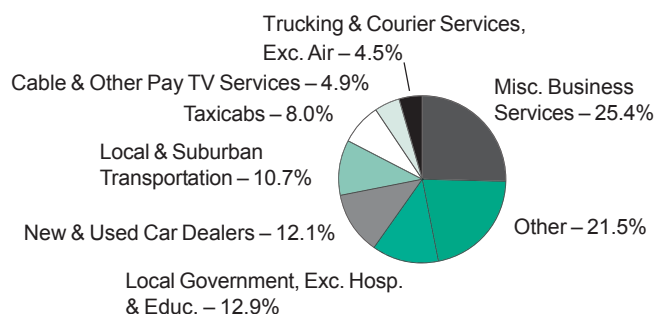
Dispatchers (except Police, Fire, and Ambulance) schedule and dispatch workers, work crews, equipment, or service vehicles for conveyance of materials, freight, or passengers or for normal installation, service, or emergency repairs rendered outside the place of business. Their duties may include use of radio/telephone to transmit assignments and compile statistics and reports on the progress of work. Does not include Police, Fire and Ambulance Dispatchers.

EMPLOYMENT TRENDS

Occupation Size: Less than 254 Small

Male/Female Percentage: Employers reported that 51% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 50

New: 30
Due to Separations: 20

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Dispatchers is 15.8%, which is growing faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, all vacancies were created by employees leaving.

Recruitment Methods:

Employee Referrals	80%
In-house Promotion or Transfer	60%
Newspaper Ads	60%
Walk-in Applicants	60%

Promotional Opportunities: Many employers reported that Dispatchers - Except Police, Fire and Ambulance may be promoted to:

- Office Manager
- Supervisor
- Administrator
- Head Trainer
- Manager

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent while a few employers require less than a high school diploma.

Experience/Training: Some responding employers require an average of 11 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply local and regional geographical knowledge to transportation
- Communicate using telephone and radio
- Follow written and verbal geographic directions
- Read maps
- Route freight shipments
- Use computer

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 11.11	\$ 8.50
Experience/New to Firm		\$ 7.00 - 13.64	\$ 9.00
3+ Yrs. Experience with Firm		\$ 7.00 - 17.50	\$10.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 11.11	\$ 7.00
Experience/New to Firm		\$ 7.00 - 13.33	\$ 8.00
3+ Yrs. Experience with Firm		\$ 7.00 - 16.67	\$10.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75 - 13.64	\$ 9.50
Experience/New to Firm		\$ 8.00 - 13.64	\$ 9.21
3+ Yrs. Experience with Firm		\$ 8.00 - 21.31	\$14.00

Employer Profile: 15 employers supplied the data for this occupation, 6 from North County and 9 from South County, representing a total of 55 positions. Of the positions reported, 67% were full-time, 27% were part-time, and 5% were temporary or on call. Full-time hours can range from 40 to 50 hours per week.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	40%	0%	33%	13%	0%	0%	Sick Leave	47%	7%	7%	0%	0%	0%
Dental	13%	0%	27%	7%	7%	0%	Vacation	60%	7%	13%	7%	0%	0%
Vision	27%	0%	13%	7%	0%	0%	Retirement	20%	0%	20%	7%	7%	0%
Life	40%	0%	20%	7%	0%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	0%	0%	7%	7%	0%	0%

Other Benefits: Other employer specified benefits include profit sharing.

TRAINING PROVIDERS

No training providers available at this time.

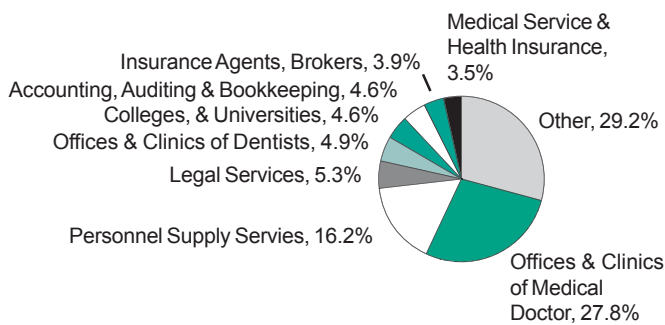
**OES Code: 553210**

File Clerks file correspondence, cards, invoices, receipts, and other records in alphabetical or numerical order or according to the filing system used, and locate and remove material from files when requested. They may be required to classify and file new material.

EMPLOYMENT TRENDS

Occupation Size: 249-496 Medium

Male/Female Percentage: Employers reported that 76% of the positions were filled by females.

Where The Jobs Are:**Projected Openings:** 80

New: 10
Due to Separations: 70

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for File Clerks is 3.7%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is not difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many vacancies were created by employees leaving, a few were new positions, and some resulted from promotions.

Recruitment Methods:

Employee Referrals	71%
Newspaper Ads	57%
Walk-in Applicants	86%

Promotional Opportunities: Many employers reported that File Clerks may be promoted to:

- Receptionist
- Document Control
- Office Assistant

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent although many do not.

Experience/Training: A few responding employers require an average of 9 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Apply industry terms/concepts
- Collate by hand
- Keep records and maintain files
- Operate business machines
- Organize reference materials

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 9.00	\$ 8.00
Experience/New to Firm		\$ 7.00 - 10.00	\$ 8.00
3+ Yrs. Experience with Firm		\$ 7.00 - 10.00	\$ 9.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 7.00 - 8.00	\$ 7.50
3+ Yrs. Experience with Firm		\$ 7.00 - 9.00	\$ 7.50
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 9.00	\$ 8.00
Experience/New to Firm		\$ 7.00 - 10.00	\$ 8.50
3+ Yrs. Experience with Firm		\$ 7.00 - 10.00	\$ 9.50

Employer Profile: 7 employers supplied the data for this occupation, 3 from North County and 4 from South County, representing a total of 21 positions. Of the positions reported, 33% were full-time, 52% were part-time, and 14% were temporary or on call positions.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	0%	0%	29%	14%	14%	0%
Dental	0%	0%	14%	14%	14%	0%
Vision	0%	0%	0%	0%	29%	14%
Life	0%	0%	0%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	14%	0%	0%	0%	0%	0%
Vacation	14%	0%	14%	14%	0%	0%
Retirement	0%	0%	0%	0%	0%	0%
Child Care	0%	0%	0%	0%	14%	14%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Academy Education Services Inc., Santa Maria
Programs: General Office/Clerical and Typing Services

Center for Employment Training, Santa Maria
Programs: General Office/Clerical and Typing Services

Lompoc Adult School, Lompoc
Programs: General Office/Clerical and Typing Services

Santa Barbara Business College, Santa Barbara and Santa Maria
Programs: General Office/Clerical and Typing Services

Santa Barbara City College, Santa Barbara
Programs: General Office/Clerical and Typing Services

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: General Office/Clerical and Typing Services



OES Code: 553470

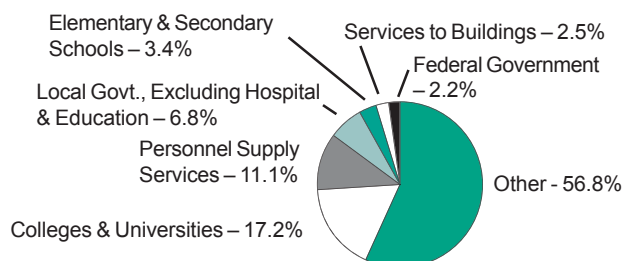
General Office Clerks perform a wide variety of tasks. Clerical duties may be assigned in accordance with the office procedures of individual establishments and may include a combination of bookkeeping, typing, stenography, office machine operation, and filing. Does not include workers whose duties are narrowly defined.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 98% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 1440
 New: 600
 Due to Separations: 840

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for General Office Clerks is 15.0%, which is average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter no competition in their job search.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by turnover, few resulted from promotions, or were new or temporary positions.

Recruitment Methods:

Employee Referrals	76%
Newspaper Ads	71%
Walk-in Applicants	41%

Promotional Opportunities: Many employers reported that General Office Clerks may be promoted to:

- Administrative Assistant
- Supervisor
- Customer Service Representative
- Secretary
- Executive Assistant

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: Many responding employers require an average of 14 months of work-related experience, primarily in office work, but almost all will substitute training for experience.

Most Important to Least Important Skills:

- Provide customer service
- Follow and give instructions
- Keep records and maintain files
- Use computer
- Organize and work with detailed office or warehouse records
- Use correct grammar, punctuation and spelling

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 10.00	\$ 8.00
Experience/New to Firm		\$ 5.75 - 12.49	\$10.00
3+ Yrs. Experience with Firm		\$ 5.75 - 18.00	\$12.25
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 10.00	\$ 6.25
Experience/New to Firm		\$ 5.75 - 12.00	\$ 7.00
3+ Yrs. Experience with Firm		\$ 5.75 - 17.00	\$10.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.69 - 10.00	\$ 9.00
Experience/New to Firm		\$ 7.38 - 12.49	\$10.00
3+ Yrs. Experience with Firm		\$ 8.14 - 18.00	\$13.73

Employer Profile: 18 employers supplied the data for this occupation, 7 from North County and 11 from South County, representing a total of 63 positions. Of the positions reported, 75% were full-time and 25% were part-time. A few employers reported that full-time hours exceed 40 per week and may be as high as 50.

Wage Notes: 14.45% of employment represents union. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	33%	0%	39%	11%	0%	0%
Dental	22%	0%	33%	11%	0%	0%
Vision	17%	0%	17%	6%	6%	0%
Life	22%	6%	22%	0%	6%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	67%	17%	0%	0%	0%	0%
Vacation	78%	28%	0%	0%	0%	0%
Retirement	17%	0%	22%	11%	11%	0%
Child Care	6%	0%	6%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Center for Employment Training

Programs: General Office/Clerical and Typing Services

Lompoc Adult School, Lompoc

Programs: General Office/Clerical and Typing Services

Santa Barbara Business College

Programs: General Office/Clerical and Typing Services

Santa Barbara City College

Programs: General Office/Clerical and Typing Services

Santa Barbara County ROP, Santa Maria and Santa Barbara

Programs: General Office/Clerical and Typing Services



OES Code: 538080

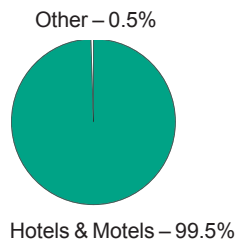
Hotel Desk Clerks accommodate hotel patrons by registering and assigning rooms to guests, issuing room keys, transmitting and receiving messages, keeping records of rooms occupied and guests' accounts, making and confirming reservations, and presenting statements to and collecting payments from departing guests.

EMPLOYMENT TRENDS

Occupation Size: 497-1,077 Large

Male/Female Percentage: Employers reported that 61% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 200
 New: 40
 Due to Separations: 160

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Hotel Desk Clerks is 7.3%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies were created by employees leaving and a few were new positions or resulted from promotions.

Recruitment Methods:

Employee Referrals	82%
Newspaper Ads	100%
Walk-in Applicants	82%

Promotional Opportunities: Most employers reported that Hotel Desk Clerks may be promoted to:

- Front Desk Supervisor
- Manager
- Department Head

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent although a few do not.

Experience/Training: A few responding employers require an average of 10 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Provide customer service
- Receive payments and make change
- Resolve conflicts
- Schedule/coordinate guests' recreational and social activities
- Use computer keyboard

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 9.50	\$ 7.25
Experience/New to Firm		\$ 6.75 - 9.50	\$ 8.00
3+ Yrs. Experience with Firm		\$ 7.00 - 11.50	\$ 9.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 8.50	\$ 6.87
Experience/New to Firm		\$ 6.75 - 9.00	\$ 7.50
3+ Yrs. Experience with Firm		\$ 7.00 - 12.50	\$ 9.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 9.50	\$ 8.37
Experience/New to Firm		\$ 8.00 - 10.50	\$ 8.87
3+ Yrs. Experience with Firm		\$ 9.00 - 12.50	\$10.25

Employer Profile: 17 employers supplied the data for this occupation, 11 from North County and 6 from South County, representing a total of 125 positions. Of the positions reported, 66% were full-time, 33% were part-time, and 1% were temporary or on call. Full-time hours can range from 35 to 42 hours per week.

Wage Notes: All wages reported were non-union. Other employer specified compensation includes incentive plans, bonuses, and other medical.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	6%	0%	65%	0%	6%	6%
Dental	6%	0%	47%	0%	0%	0%
Vision	0%	0%	41%	0%	0%	0%
Life	18%	0%	35%	0%	0%	0%
Sick Leave	59%	6%	0%	0%	0%	0%
Vacation	65%	12%	18%	0%	0%	0%
Retirement	12%	0%	29%	0%	0%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	6%	6%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Academy Education Services, Inc., Santa Maria
Programs: General Office/Clerical and Typing Services

Center for Employment Training, Santa Maria
Programs: Administrative and Secretarial Services, Other
General Office/Clerical and Typing Services

Lompoc Adult School, Lompoc
Programs: Administrative Assistant/Secretarial Science, Other
General Office/Clerical and Typing Services

Santa Barbara Business College, Santa Barbara and Santa Maria
Programs: Administrative Assistant/Secretarial Science, Other

Santa Barbara City College, Santa Barbara
Programs: Administrative and Secretarial Services, Other
General Office/Clerical and Typing Services

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: Administrative Assistant/Secretarial Science, General
General Office/Clerical and Typing Services

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: Administrative Assistant/Secretarial Science, General
General Office/Clerical and Typing Services



OES Code: 551020

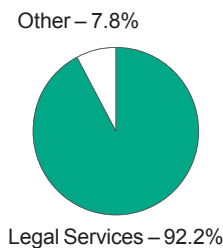
Legal Secretaries prepare legal papers and correspondence of a legal nature, such as summonses, complaints, motions, and subpoenas. They must be familiar with legal terminology, procedures and documents, as well as legal research and may review law journals and other legal publications to identify court decisions pertinent to pending cases and submit articles to company officials.

EMPLOYMENT TRENDS

Occupation Size: Less than 254 Small

Male/Female Percentage: Employers reported that 96% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 50
 New: 20
 Due to Separations: 30

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Legal Secretaries is 8.3%, which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies filled were created by employees leaving and a few resulted from promotions, new positions or temporary positions.

Recruitment Methods:

Newspaper Ads	72%
Employee Referrals	67%
Private Employment Agencies	44%

Promotional Opportunities: Many employers reported that Legal Secretaries may be promoted to:

- Paralegal

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent while some employers require an Associates Degree.

Experience/Training: Many responding employers require an average of 26 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Apply industry terms and concepts
- Assist with legal research
- Compile information for court cases
- Prepare legal documents
- Use computers to enter, access and retrieve client data
- Use legal terminology

WAGES AND BENEFITS

SANTA BARBARA COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	\$7.00-15.55	\$ 8.50
Experience/New to Firm	\$7.50-24.66	\$18.83
3+ Yrs. Experience with Firm	\$9.50-24.66	\$21.74
NORTH COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	\$7.00- 9.00	\$ 7.50
Experience/New to Firm	\$7.50-12.00	\$10.00
3+ Yrs. Experience with Firm	\$9.50-14.00	\$12.00
SOUTH COUNTY		
	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$14.00-24.66	\$20.00
3+ Yrs. Experience with Firm	\$18.00-24.66	\$22.71

Employer Profile: 18 employers supplied the data for this occupation, 5 from North County and 13 from South County, representing a total of 81 positions. Of the positions reported, 91% were full-time, 7% were part-time and 1% were temporary or on call.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	72%	6%	17%	0%	0%	0%	Sick Leave	89%	11%	0%	0%	0%	0%
Dental	33%	0%	11%	0%	6%	6%	Vacation	89%	11%	0%	0%	0%	0%
Vision	0%	0%	17%	0%	6%	6%	Retirement	56%	6%	17%	6%	0%	0%
Life	50%	6%	0%	0%	0%	0%	Child Care	6%	0%	0%	0%	6%	6%
							Other	17%	0%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include cafeteria plan, long term disability and non reimbursable medical plan.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Legal Administrative Assistant/
Secretary

Lompoc Adult School, Lompoc
Programs: Administrative Assistant and
Secretarial Science, General

Santa Barbara Business College, Santa Maria
Programs: Administrative Assistant and
Secretarial Science, General
Legal Administrative Assistant/
Secretary

Santa Barbara Business College, Santa Barbara
Programs: Legal Administrative Assistant/
Secretary

Santa Barbara City College, Santa Barbara
Programs: Legal Administrative Assistant/
Secretary

Santa Barbara County ROP, Santa Barbara
Programs: Administrative Assistant and
Secretarial Science, General

University of California Extension, Santa Barbara
Programs: Legal Administrative Assistant/
Secretary



OES Code: 553410

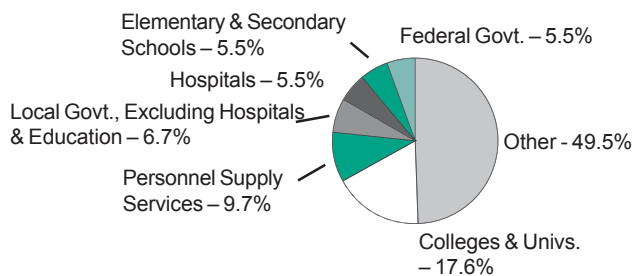
Payroll and Timekeeping Clerks compute wages and post wage data to payroll records and/or keep a daily record showing time of arrival and departure from work of employees. They compute earnings from timesheets and work tickets using a calculator. They operate posting machines to compute and subtract deductions. They enter net wages on earnings record cards, check stubs, and payroll sheets.

EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 100% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 20
 New: 0
 Due to Separations: 20

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Payroll and Timekeeping Clerks is 0%, which is slower than average when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, all of the vacancies filled were created by turnover.

Recruitment Methods:

Newspaper Ads	78%
Employee Referrals	78%
In-House Promotion or Transfer	50%

Promotional Opportunities: Many employers reported that Payroll and Timekeeping Clerks may be promoted to:

- Bookkeeper
- Accounts Payable
- Supervisor
- Department Manager
- Administrative Assistant

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent and a few require an Associate Degree.

Experience/Training: Many responding employers require an average of 18 months of work-related experience, primarily in clerical work, but many will substitute training for experience.

Most Important to Least Important Skills:

- Apply accounting principles
- Organize and prioritize workload
- Prepare reports
- Operate business machines
- Compute taxes
- Use spreadsheet

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.00 - 11.42	\$ 7.50
Experience/New to Firm		\$ 5.75 - 16.00	\$ 8.50
3+ Yrs. Experience with Firm		\$ 7.00 - 19.00	\$12.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.00 - 8.00	\$ 7.00
Experience/New to Firm		\$ 5.75 - 11.00	\$ 7.78
3+ Yrs. Experience with Firm		\$ 7.00 - 13.00	\$ 9.49
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.00 - 16.00	\$12.62
3+ Yrs. Experience with Firm		\$12.60 - 19.00	\$14.80

Employer Profile: 18 employers supplied the data for this occupation, 11 from North County and 7 from South County, representing a total of 23 positions. Of the positions reported, 78% were full-time and 22% were part-time. A few employers reported that full-time hours exceed 40 per week and may be as high as 42.

Wage Notes: Union wages were reported by few employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	17%	0%	72%	6%	0%	0%		Sick Leave	72%	6%	6%	0%	0%
Dental	22%	0%	61%	6%	0%	0%		Vacation	78%	11%	6%	0%	6%
Vision	28%	0%	33%	6%	0%	0%		Retirement	22%	11%	17%	0%	17%
Life	56%	0%	22%	6%	0%	0%		Child Care	0%	0%	0%	0%	11%
								Other	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Center for Employment Training

Programs: General Office/Clerical and Typing Services

Lompoc Adult School, Lompoc

Programs: General Office/Clerical and Typing Services

Santa Barbara Business College

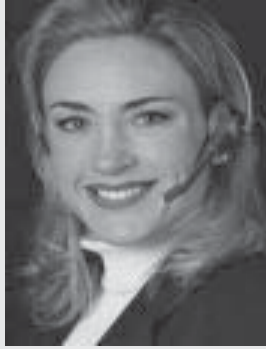
Programs: General Office/Clerical and Typing Services

Santa Barbara City College

Programs: General Office/Clerical and Typing Services

Santa Barbara County ROP, Santa Maria and Santa Barbara

Programs: General Office/Clerical and Typing Services



OES Code: 553050

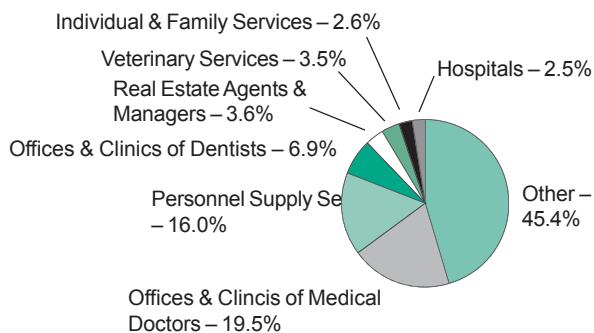
Receptionists and Information Clerks answer inquiries and obtain information for the general public (customers, visitors, and other interested parties) concerning activities conducted at an establishment, such as the location of offices or persons within the firm, departments within the store, or services within the hotel. They may perform a variety of other clerical duties. Does not include Receptionists who primarily operate switchboards.

EMPLOYMENT TRENDS

Occupation Size: 1,099 and above Very large

Male/Female Percentage: Employers reported that 97% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 620
 New: 320
 Due to Separations: 300

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Receptionists and Information Clerks is 15.5%, which is growing faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is not difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving and a few resulted from temporary positions, new positions, or promotions.

Recruitment Methods:

Newspaper Ads	87%
Employee Referrals	60%
Walk-in Applicants	40%

Promotional Opportunities: Most employers reported that Receptionists and Information Clerks may be promoted to:

- Office Manager
- Departmental Assistant
- Assistant Supervisor
- Account Clerk/Technician
- Fiscal Assistant Secretary

EMPLOYER REQUIREMENTS

Education: All employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: Many responding employers require an average of 12 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply interpersonal communication techniques
- Distribute incoming mail within organization
- Make appointments
- Operate business machines
- Operate multi-line phone system
- Use computer

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 -11.51	\$ 9.75
Experience/New to Firm		\$ 8.50 -14.00	\$11.50
3+ Yrs. Experience with Firm		\$10.00-16.00	\$12.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 8.50- 9.00	\$ 9.00
3+ Yrs. Experience with Firm		\$10.00-11.00	\$10.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00- 11.51	\$10.00
Experience/New to Firm		\$10.00-14.00	\$12.00
3+ Yrs. Experience with Firm		\$12.00-16.00	\$13.00

Employer Profile: 15 employers supplied the data for this occupation, 4 from North County and 11 from South County, representing a total of 87 positions. Of the positions reported, 84% were full-time and 16% were part-time.

Wage Notes: Union wages were reported by 13% of the employers. Union employers generally pay at the top end of all wage ranges. Other employer specified compensation may include a bonus.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	47%	0%	33%	20%	7%	0%	Sick Leave	80%	20%	0%	0%	7%	0%
Dental	20%	7%	33%	13%	0%	0%	Vacation	80%	20%	0%	0%	7%	0%
Vision	7%	0%	27%	13%	0%	0%	Retirement	40%	7%	27%	13%	13%	0%
Life	33%	13%	7%	7%	0%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	0%	0%	0%	0%	7%	7%

Other Benefits: Other employer-specified benefits include 401K.

TRAINING PROVIDERS

Academy Education Services Inc, Santa Maria
Programs: General Office Occupations and Clerical Services

Atlas Computer Centers, Lompoc and Santa Maria
Programs: General Office Occupations and Clerical Services

Computer Training Network, Lompoc, Santa Barbara and Santa Maria
Programs: General Office Occupations and Clerical Services

Lompoc Adult School, Lompoc
Programs: General Office Occupations and Clerical Services

Santa Barbara City College, Santa Maria
Programs: General Office Occupations and Clerical Services

Santa Barbara Business College, Santa Barbara and Santa Maria
Programs: General Office Occupations and Clerical Services

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: General Office Occupations and Clerical Services

SECRETARIES, EXCEPT LEGAL AND MEDICAL



OES Code: 551080

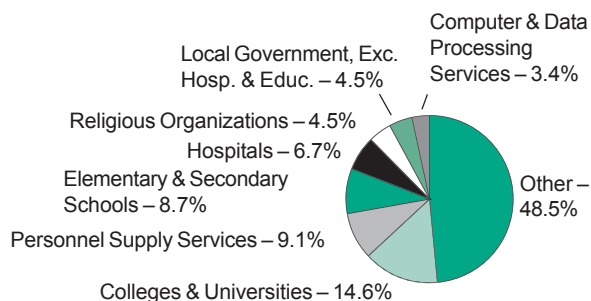
Secretaries, except Legal and Medical, relieve officials of clerical work and minor administrative and business detail by scheduling appointments, giving information to callers, taking dictation, composing and typing routine correspondence, reading and routing incoming mail, and filing correspondence and other records. They may perform various other assigned clerical duties. Does not include Medical and Legal Secretaries.

EMPLOYMENT TRENDS

Occupation Size: 1,099 and above Very large

Male/Female Percentage: Employers reported that 100% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 470
 New: 120
 Due to Separations: 350

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Secretaries, except Legal and Medical is 3.9%, which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and not difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, some of the vacancies filled were created by new positions, promotions or employees leaving and a few were temporary positions.

Recruitment Methods:

Newspaper Ads	67%
In-House Promotion or Transfer	60%
Employee Referrals	40%

Promotional Opportunities: Many employers reported that Secretaries, except Legal and Medical, may be promoted to:

- Administrative Assistant
- Bookkeeper
- Account Executive
- Technician

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent while a few require an Associate's Degree.

Experience/Training: Most responding employers require an average of 20 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Apply interpersonal communication techniques
- Keep records and maintain files
- Operate business machines
- Prepare business correspondence
- Schedule appointments
- Use computer

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non Union

	RANGE	MEDIAN
Entry Level/No Experience	\$ 8.00-13.00	\$ 8.50
Experience/New to Firm	\$ 8.00-16.26	\$12.00
3+ Yrs. Experience with Firm	\$ 9.00-19.18	\$14.79

SANTA BARBARA COUNTY - Union

	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$12.25-15.17	\$13.46
3+ Yrs. Experience with Firm	\$13.46-16.73	\$15.00

NORTH COUNTY

	RANGE	MEDIAN
Entry Level/No Experience	\$ 8.00-11.51	\$ 8.50
Experience/New to Firm	\$ 8.00-16.26	\$12.00
3+ Yrs. Experience with Firm	\$ 9.00-17.00	\$13.46

SOUTH COUNTY

	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	N/A	N/A
3+ Yrs. Experience with Firm	N/A	N/A

Employer Profile: 15 employers supplied the data for this occupation, 13 from North County and 2 from South County, representing a total of 44 positions. Of the positions reported, 86% were full-time and 14% were part-time.

Wage Notes: Union wages were reported by 20% of the employers. Other employer specified compensation may include bonuses.

Benefits:

	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	47%	0%	40%	7%	7%	0%	Sick Leave	73%	0%	7%	0%	7%	7%
Dental	33%	0%	40%	7%	20%	0%	Vacation	80%	0%	13%	7%	0%	0%
Vision	13%	0%	27%	7%	7%	0%	Retirement	13%	0%	47%	13%	0%	0%
Life	40%	0%	13%	7%	0%	0%	Child Care	0%	0%	0%	0%	7%	7%
							Other	13%	0%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include long term disability insurance and continued training.

TRAINING PROVIDERS

Academy Education Services Inc., Santa Maria
Programs: General Office Occupations and Clerical Services

Center for Employment Training, Santa Maria
Programs: Business/Office Automation/Technology/Data Entry

Computer Training Network, Lompoc, Santa Barbara and Santa Maria
Programs: General Office Occupations and Clerical Services

Lompoc Adult School, Lompoc
Programs: Administrative and Secretarial Services, Other
General Office Occupations and Clerical Services

Santa Barbara Business College, Santa Maria
Programs: Administrative Assistant/Secretarial Science, General
General Office Occupations and Clerical Services

Santa Barbara City College, Santa Barbara
Programs: Business Operations Support and Secretarial Services, Other

Santa Barbara County ROP, Santa Barbara
Programs: Administrative Assistant/Secretarial Science, General
General Office Occupations and Clerical Services

**OES Code: 580230**

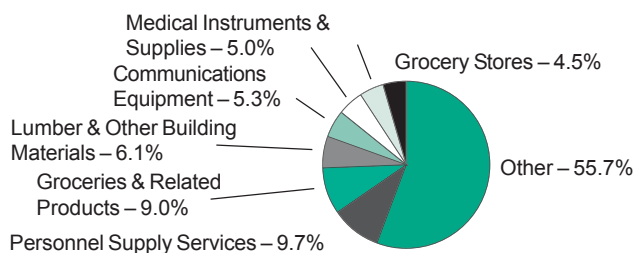
Stock Clerks - Stockroom, Warehouse, and Storage Yard, receive, store, and issue materials, equipment, and other items from stockroom, warehouse, or storage yard, and keep records and compile stock reports. Does not include Stockroom laborers and workers whose primary duties involve shipping, weighing, and checking.

EMPLOYMENT TRENDS

Occupation Size: 507 - 1098 Large

Male/Female Percentage: Employers reported that 87% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 260
 New: 170
 Due to Separations: 90

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Stock Clerks is 21.2%, which is growing much faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving and a few resulted from promotions or new positions.

Recruitment Methods:

Walk-in Applicants	71%
Employee Referrals	64%
In-House Promotion or Transfer	50%

Promotional Opportunities: Almost all employers reported that Stock Clerks may be promoted to:

- Lead/Supervisor
- Manager
- Assistant Manager
- Cashier
- Sales Manager

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent while many employers require less than a high school diploma.

Experience/Training: Some responding employers require an average of 10 months of previous work experience in this occupation, but all are willing to substitute training for experience.

Most Important Skills:

- Keep records and maintain files
- Manage inventories and supplies
- Organize goods and merchandise received into stock or inventory
- Prepare goods for shipment
- Unpack/inventory/stock goods
- Use inventory control procedures

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75-10.00	\$ 7.63
Experience/New to Firm		\$ 7.50-14.00	\$10.00
3+ Yrs. Experience with Firm		\$ 7.75-17.50	\$12.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75- 8.60	\$ 7.00
Experience/New to Firm		\$ 7.50-16.70	\$ 9.13
3+ Yrs. Experience with Firm		\$10.00-14.26	\$11.63
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00-10.00	\$ 9.25
Experience/New to Firm		\$ 8.00-11.90	\$11.00
3+ Yrs. Experience with Firm		\$10.00-14.26	\$12.50

Employer Profile: 15 employers supplied the data for this occupation, 10 from North County and 5 from South County, representing a total of 92 positions. Of the positions reported, 77% were full-time and 23% were part-time. Full time hours can range from 40 to 50 hours per week.

Wage Notes: Union wages were reported by 7% of the employers. Union employers generally pay the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	33%	0%	47%	13%	0%	0%	Sick Leave	53%	0%	7%	7%	0%	0%
Dental	20%	0%	60%	13%	0%	0%	Vacation	73%	7%	7%	7%	0%	0%
Vision	13%	0%	33%	7%	13%	0%	Retirement	13%	0%	47%	7%	7%	0%
Life	40%	0%	13%	7%	13%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	7%	0%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include paid days off.

TRAINING PROVIDERS

Santa Barbara County ROP, Santa Maria
 Programs: Merchandising
 Retail Sales



OES Code: 531020

Tellers receive and pay out money, and keep records of money and negotiable instruments involved in various financial institutions' transactions.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1,077 Large

Male/Female Percentage: Employers reported that 89% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 280
 New: 20
 Due to Separations: 260

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Tellers is 2.4%, which is growing slower when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by turnover, some resulted from promotions, and a few were new or temporary positions.

Recruitment Methods:

Employee Referrals	86%
Newspaper Ads	81%
Walk-in Applicants	67%

Promotional Opportunities: All employers reported that Tellers may be promoted to:

- Financial Services Specialist
- New Account Specialist
- Customer Service Supervisor
- Supervisor
- Operations Specialist

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: A few responding employers require an average of 8 months of work-related experience, primarily in cash handling and customer service, but some will substitute training for experience.

Most Important to Least Important Skills:

- Provide customer service
- Follow instructions
- Organize and prioritize workload
- Use spreadsheet applications
- Operate business machines
- Prepare reports

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 9.05	\$ 7.77
Experience/New to Firm		\$ 7.93 - 12.00	\$ 9.00
3+ Yrs. Experience with Firm		\$ 8.72 - 15.00	\$10.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 15.00	\$ 8.25
Experience/New to Firm		\$ 8.00 - 16.50	\$ 8.63
3+ Yrs. Experience with Firm		\$ 9.00 - 18.00	\$10.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 9.05	\$ 7.50
Experience/New to Firm		\$ 7.93 - 14.38	\$ 9.00
3+ Yrs. Experience with Firm		\$ 8.72 - 16.78	\$10.50

Employer Profile: 21 employers supplied the data for this occupation, 8 from North County and 13 from South County, representing a total of 460 positions. Of the positions reported, 50% were full-time, 46% were part-time, and 4% were temporary or on-call.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	33%	5%	57%	48%	0%	0%	Sick Leave	90%	62%	0%	5%	0%	0%
Dental	33%	5%	52%	48%	5%	0%	Vacation	90%	62%	0%	5%	0%	0%
Vision	24%	5%	43%	43%	10%	5%	Retirement	24%	14%	48%	33%	10%	10%
Life	62%	29%	24%	24%	0%	0%	Child Care	0%	0%	10%	14%	10%	0%
							Other	10%	10%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include tuition reimbursement and Long Term Disability.

TRAINING PROVIDERS

Santa Barbara County ROP, Santa Maria and Santa Barbara

Programs: Banking & Financial Support Services



OES Code: 580280

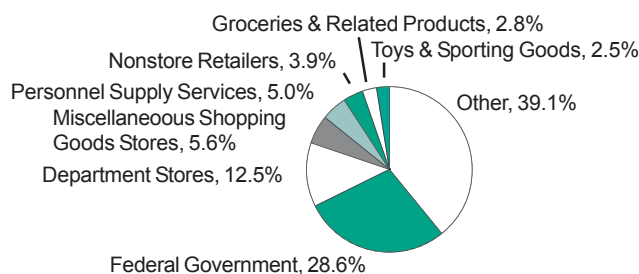
Traffic, Shipping, and Receiving Clerks verify and keep records on incoming and outgoing shipments and prepare items for shipment. Duties include assembling, addressing, stamping, and shipping merchandise or material; receiving, unpacking, verifying, and recording incoming merchandise or material; and arranging for the transportation of products. Does not include Stock Clerks, and workers whose primary duties involve weighing and checking.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 78% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 270
 New: 110
 Due to Separations: 160

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Traffic, Shipping, and Receiving Clerks is 8.2%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and not difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most vacancies were created by employees leaving, some were new positions, and a few resulted from promotions.

Recruitment Methods:

In-House Promotion or Transfer	71%
Employee Referrals	71%
Walk-in Applicants	76%

Promotional Opportunities: Many employers reported that Traffic, Shipping and Receiving Clerks may be promoted to:

- Lead
- Supervisor
- Manager

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent, although a few do not.

Experience/Training: A few responding employers require an average of 12 months of previous work experience in this occupation, but almost all are willing to substitute training for experience.

Most Important Skills:

- Manage inventories and supplies
- Organize goods/merchandise received into stock or inventory
- Package shipments
- Unpack/inventory/store goods
- Use computers to organize and locate parts and inventory
- Use inventory control procedures

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 11.54	\$ 9.00
Experience/New to Firm		\$ 6.25 - 13.07	\$10.00
3+ Yrs. Experience with Firm		\$ 7.50 - 17.74	\$10.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 10.00	\$ 7.50
Experience/New to Firm		\$ 6.25 - 10.00	\$ 7.75
3+ Yrs. Experience with Firm		\$ 7.50 - 13.48	\$ 9.63
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.50 - 14.93	\$10.00
Experience/New to Firm		\$ 8.75 - 15.69	\$12.00
3+ Yrs. Experience with Firm		\$10.00 - 17.74	\$15.00

Employer Profile: 17 employers supplied the data for this occupation, 8 from North County and 9 from South County, representing a total of 109 positions. Of the positions reported, 84% were full-time and 15% were part-time, and 1% were seasonal. Full-time hours can range from 35 to 45 per week.

Wage Notes: Union wages were reported by 12% of the employers. Union employers usually pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	24%	0%	65%	12%	12%	0%	Medical	71%	12%	6%	6%	0%	0%
Dental	24%	0%	53%	12%	18%	0%	Vacation	82%	12%	12%	6%	0%	0%
Vision	18%	0%	47%	12%	12%	0%	Retirement	41%	0%	41%	12%	18%	0%
Life	53%	0%	35%	12%	12%	0%	Child Care	0%	0%	6%	0%	12%	6%
							Other	6%	0%	0%	0%	6%	0%

Other Benefits: Other employer specified benefits include stock options and 401K.

TRAINING PROVIDERS

Center for Employment Training, Santa Maria
Programs: Forklift Operator/Warehouse Specialist

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: General Retailing & Wholesaling Operations

SERVICE OCCUPATIONS

Bakers - Bread and Pastry
Bartenders
Cooks - Restaurants
Cooks - Short Order
Dental Assistants
Janitors and Cleaners - Except Maids and Housekeeping Cleaners
Maids and Housekeeping Cleaners
Nurse Aides
Waiters and Waitresses



OES Code: 650210

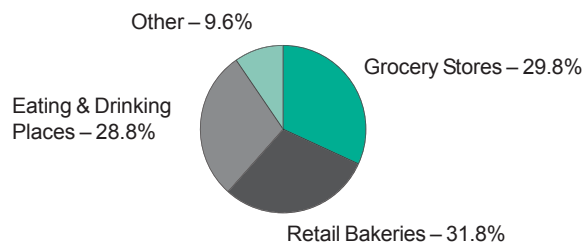
Bread and Pastry Bakers mix and bake ingredients according to recipes to produce breads, pastries, and other baked goods. They produce goods in smaller quantities for consumption on premises or for sale as specialty baked goods.

EMPLOYMENT TRENDS

Occupation Size: 254 - 506 Medium

Male/Female Percentage: Employers reported that 73% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 80
 New: 30
 Due to Separations: 50

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Bakers - Bread and Pastry is 11.1%, which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving, some were temporary positions and a few resulted from promotions and new positions.

Recruitment Methods:

Walk-in Applicants	80%
Employee Referrals	67%
Newspaper Ads	67%

Promotional Opportunities: Many employers reported that Bakers may be promoted to:

- Manager
- Cook
- Head Baker
- Pastry Supervisor
- Bakery Specialist

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent while many require less than a high school diploma.

Experience/Training: Many responding employers require an average of 10 months of previous work experience in this occupation, but almost all are willing to substitute training for experience.

Most Important Skills:

- Apply food decorating techniques
- Apply food handling rules
- Decorate cakes
- Determine portions
- Follow recipes
- Operate baking equipment

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$6.75 - 9.78	\$ 8.00
Experience/New to Firm		\$6.75-10.26	\$ 8.25
3+ Yrs. Experience with Firm		\$8.75-15.00	\$11.75
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$7.50- 9.78	\$ 8.00
Experience/New to Firm		\$7.55-13.04	\$ 8.25
3+ Yrs. Experience with Firm		\$8.75-16.50	\$11.59
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$6.75 -8.00	\$ 6.75
Experience/New to Firm		\$6.75-10.26	\$ 8.25
3+ Yrs. Experience with Firm		\$9.50-15.00	\$11.75

Employer Profile: 16 employers supplied the data for this occupation, 8 from North County and 8 from South County, representing a total of 55 positions. Of the positions reported, 73% were full-time, 24% were part-time and 4% were temporary or on call. Full-time hours can range from 38 to 45 hours per week.

Wage Notes: Union wages were reported by 13% of the employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	31%	6%	25%	6%	0%	0%		Sick Leave	25%	13%	6%	0%	0%
Dental	13%	6%	13%	6%	0%	0%		Vacation	44%	13%	6%	0%	0%
Vision	19%	6%	6%	6%	6%	0%		Retirement	6%	0%	13%	6%	13%
Life	13%	6%	6%	0%	0%	6%		Child Care	0%	0%	0%	0%	6%
								Other	6%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include credit union.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Basic Baking and Pastry

Santa Barbara City College, Santa Barbara
Programs: Culinary Arts/Chef Training

Santa Barbara County ROP, Santa Maria
Programs: Restaurant Occupations

Vocational Career Services, Santa Barbara
Programs: Culinary Arts and Related Services, Other



OES Code: 650050

Bartenders mix and serve alcoholic and non-alcoholic drinks to patrons of bars following standard recipes.

EMPLOYMENT TRENDS

Occupation Size: 507 - 1,098 Large

Male/Female Percentage: Employers reported that 65% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 290
 New: 10
 Due to Separations: 280

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Bartenders is 1.1%, which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by employees leaving and a few resulted from promotions, temporary positions and new positions.

Recruitment Methods:

Employee Referrals	100%
Walk-in Applicants	80%
Newspaper Ads	47%

Promotional Opportunities: Most employers reported that Bartenders may be promoted to:

- Manager
- Supervisor
- Assistant Manager
- Lead Bartender
- Floor Supervisor

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent while some require less than a high school diploma.

Experience/Training: Almost all responding employers require an average of 11 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Determine portions
- Mix drinks
- Provide customer service
- Receive payments and make change
- Understand government alcoholic beverage service regulations
- Use cash registers

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$6.75- 6.75	\$ 6.75
Experience/New to Firm		\$6.75-10.00	\$ 7.00
3+ Yrs. Experience with Firm		\$6.75-12.00	\$ 7.75
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$6.75-10.00	\$ 7.00
3+ Yrs. Experience with Firm		\$6.75-12.00	\$ 8.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$6.75-12.00	\$ 6.75
3+ Yrs. Experience with Firm		\$6.75-15.00	\$ 6.75

Employer Profile: 15 employers supplied the data for this occupation, 9 from North County and 6 from South County, representing a total of 115 positions. Of the positions reported, 10% were full-time, 83% were part-time and 7% were temporary or on call.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include tips.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	20%	0%	7%	7%	0%	0%	Sick Leave	20%	7%	0%	0%	0%	0%
Dental	20%	0%	7%	7%	0%	0%	Vacation	27%	7%	0%	7%	0%	0%
Vision	0%	0%	0%	0%	7%	0%	Retirement	7%	0%	7%	0%	0%	0%
Life	13%	0%	0%	7%	0%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

No training providers available at this time.



OES Code: 650260

Restaurant Cooks prepare, season, and cook soups, meats, vegetables, desserts, and other foodstuffs in restaurants. They may order supplies, keep records and accounts, price items on a menu, or plan the menu.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 70% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 440
 New: 170
 Due to Separations: 270

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Cooks-Restaurant is 12.6%, which is growing slower than the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter little competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by turnover, some resulted from promotions, and few were new positions and temporary positions.

Recruitment Methods:

Walk-in Applicants	81%
Newspaper Ads	75%
Employee Referrals	75%

Promotional Opportunities: Almost all employers reported that Cooks-Restaurant may be promoted to:

- Assistant Manager
- Manager
- Supervisor
- Head Cook
- Manager Trainee

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: Some responding employers require an average of 13 months of work-related experience, primarily in cooking, but most will substitute training for experience.

Most Important to Least Important Skills:

- Apply food handling techniques
- Measure ingredients
- Operate cooking equipment
- Follow recipes
- Apply basic math skills
- Purchase food

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 8.00	\$ 6.75
Experience/New to Firm		\$ 5.75 - 10.00	\$ 8.00
3+ Yrs. Experience with Firm		\$ 7.50 - 12.00	\$10.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 8.00	\$ 6.72
Experience/New to Firm		\$ 6.50 - 10.00	\$ 8.00
3+ Yrs. Experience with Firm		\$ 8.00 - 15.00	\$10.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 8.00	\$ 6.75
Experience/New to Firm		\$ 5.75 - 10.00	\$ 7.25
3+ Yrs. Experience with Firm		\$ 7.50 - 12.00	\$11.00

Employer Profile: 17 employers supplied the data for this occupation, 9 from North County and 8 from South County, representing a total of 205 positions. Of the positions reported, 56% were full-time and 44% were part-time. A few employers reported full-time hours exceed 40 per week and may be as high as 50.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	29%	6%	24%	12%	0%	6%	Sick Leave	35%	0%	12%	6%	0%	6%
Dental	18%	0%	24%	12%	6%	6%	Vacation	65%	12%	12%	0%	0%	0%
Vision	6%	0%	18%	12%	6%	6%	Retirement	12%	6%	12%	6%	0%	0%
Life	6%	0%	18%	6%	6%	6%	Child Care	0%	0%	0%	0%	0%	0%
							Other	6%	6%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include meal discounts.

TRAINING PROVIDERS

Santa Barbara City College, Santa Barbara
Programs: Culinary Arts/Chefs Training

COOKS - SHORT ORDER



OES Code: 650350

Short Order Cooks prepare and cook to order a variety of foods that require only a short preparation time. They may take orders from customers and serve patrons at counters or tables. Does not include cooks in fast food establishments.

EMPLOYMENT TRENDS

Occupation Size: 249 - 496 Medium

Male/Female Percentage: Employers reported that 99% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 160

New: 70
Due to Separations: 90

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Cooks - Short Order is 15.2%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and very difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many vacancies were created by employees leaving and a few were temporary positions or the result of promotions.

Recruitment Methods:

Employee Referrals	83%
Newspaper Ads	83%
Walk-in Applicants	67%

Promotional Opportunities: Almost all employers reported that Cooks - Short Order may be promoted to:

- Lead
- Head Chef
- Manager

EMPLOYER REQUIREMENTS

Education: Most employers do not require recent hires to have a high school diploma or the equivalent although some do.

Experience/Training: Most responding employers require an average of 13 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply food handling rules
- Cook in quantity
- Determine portions
- Follow recipes
- Measure ingredients for food preparation
- Operate cooking equipment

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 10.00	\$ 7.25
Experience/New to Firm		\$ 6.25 - 11.50	\$ 9.00
3+ Yrs. Experience with Firm		\$ 6.25 - 14.50	\$12.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.25 - 8.00	\$ 6.75
Experience/New to Firm		\$ 6.25 - 8.00	\$ 7.50
3+ Yrs. Experience with Firm		\$ 6.25 - 10.00	\$ 9.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 10.00	\$ 8.00
Experience/New to Firm		\$ 7.50 - 15.00	\$10.00
3+ Yrs. Experience with Firm		\$ 9.00 - 19.00	\$12.00

Employer Profile: 18 employers supplied the data for this occupation, 5 from North County and 13 from South County, representing a total of 106 positions. Of the positions reported, 59% were full-time, 40% were part-time, and 1% were seasonal.

Wage Notes: Union wages were reported by 6% of the employers. Union employers generally pay at the top end of all wage ranges. Other types of compensation include tips.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	28%	0%	28%	11%	6%	0%	Sick Leave	28%	11%	17%	11%	6%	0%
Dental	28%	0%	22%	11%	6%	0%	Vacation	33%	11%	17%	6%	0%	0%
Vision	28%	0%	22%	11%	6%	0%	Retirement	22%	6%	11%	6%	6%	0%
Life	11%	0%	28%	17%	0%	0%	Child Care	0%	0%	0%	0%	6%	0%
							Other	0%	6%	6%	0%	0%	0%

Other Benefits: Other employer specified benefits include a yearly bonus and golf and lodging privileges.

TRAINING PROVIDERS

Santa Barbara City College, Santa Barbara
Programs: Culinary Arts/Chef Training

Santa Barbara County ROP, Santa Barbara
Programs: Culinary Arts and Related Services, Other

Vocational Career Services, Santa Barbara
Programs: Culinary Arts and Related Services, Other



OES Code: 660020

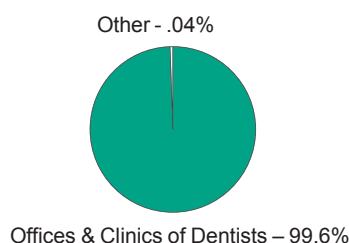
Dental Assistants assist the dentist at the chair by preparing patients and equipment, keeping records, and performing related duties as required.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1,077 Large

Male/Female Percentage: Employers reported that 99% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 150
 New: 90
 Due to Separations: 60

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Dental Assistants is 18.0%, which is growing faster than the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and very difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by turnover, and a few were new positions or temporary promotions.

Recruitment Methods:

Newspaper Ads	81%
Employee Referrals	57%
Walk-in Applicants	57%

Promotional Opportunities: A few employers reported that Dental Assistants may be promoted to:

- Office Manager
- Registered Dental Assistant

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: Many responding employers require an average of 13 months of work-related experience, primarily in the medical field, but most will substitute training for experience.

Most Important to Least Important Skills:

- Assist Dentist
- Apply patient care procedures
- Apply interpersonal communication techniques
- Compile and maintain records
- Apply medical x-ray procedures
- Use computer

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 13.00	\$ 8.50
Experience/New to Firm		\$ 7.00 - 16.00	\$11.50
3+ Yrs. Experience with Firm		\$10.00 - 20.00	\$14.50
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 7.00	\$ 6.00
Experience/New to Firm		\$ 7.00 - 14.00	\$ 9.50
3+ Yrs. Experience with Firm		\$10.00 - 20.00	\$12.50
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 13.00	\$12.00
Experience/New to Firm		\$11.00 - 18.00	\$12.00
3+ Yrs. Experience with Firm		\$13.00 - 20.00	\$16.00

Employer Profile: 22 employers supplied the data for this occupation, 12 from North County and 10 from South County, representing a total of 80 positions. Of the positions reported, 75% were full-time, 24% were part-time, and 1% were temporary or on-call.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	59%	5%	5%	0%	0%	0%							
Dental	64%	18%	14%	5%	0%	0%							
Vision	14%	0%	0%	0%	0%	0%							
Life	14%	0%	0%	0%	0%	0%							
Sick Leave	73%	18%	0%	0%	0%	0%							
Vacation	91%	14%	5%	0%	0%	0%							
Retirement	50%	5%	0%	0%	0%	0%							
Child Care	0%	0%	0%	0%	0%	0%							
Other	5%	0%	0%	0%	0%	0%							

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Dental Assistant

Coastal Valley College, Santa Maria
Programs: Dental Assistant

**OES Code: 670050**

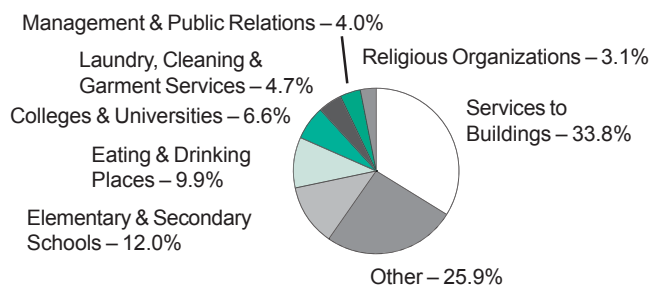
Janitors and Cleaners (except Maids and Housekeeping Cleaners) keep buildings in clean and orderly condition. They perform heavy cleaning duties, such as operating motor-driven cleaning equipment, mopping floors, washing walls and glass, and removing rubbish. They may have additional duties and responsibilities, such as tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs and additions, and cleaning snow or debris from sidewalk. Does not include Maids and Housekeepers.

EMPLOYMENT TRENDS

Occupation Size: 1,099 and above Very large

Male/Female Percentage: Employers reported that 68% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 820
 New: 390
 Due to Separations: 430

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Janitors and Cleaners is 14.8%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced applicants and not difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by employees leaving, some were new positions and a few resulted from temporary positions or promotions.

Recruitment Methods:

Employee Referrals	71%
Newspaper Ads	71%
Walk-in Applicants	59%

Promotional Opportunities: Many employers reported that Janitors and Cleaners may be promoted to:

- Supervisor
- Head Custodian
- Lead Custodian
- Grounds Worker

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent, while many require less than a high school diploma.

Experience/Training: Some responding employers require an average of 9 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply cleaning solvents
- Apply health and sanitation standards
- Know properties of cleaning agents
- Maintain janitorial cleaning equipment
- Operate cleaning equipment
- Provide customer service

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non Union

	RANGE	MEDIAN
Entry Level/No Experience	\$6.75- 9.00	\$ 7.00
Experience/New to Firm	\$6.75-10.00	\$ 8.00
3+ Yrs. Experience with Firm	\$6.75-12.00	\$10.00

SANTA BARBARA COUNTY - Union

	RANGE	MEDIAN
Entry Level/No Experience	\$7.00-12.44	\$11.14
Experience/New to Firm	\$7.25-13.11	\$12.43
3+ Yrs. Experience with Firm	\$8.00-15.14	\$13.27

NORTH COUNTY

	RANGE	MEDIAN
Entry Level/No Experience	\$6.75 - 12.44	\$ 8.25
Experience/New to Firm	\$ 7.00 -13.11	\$11.21
3+ Yrs. Experience with Firm	\$7.00 - 15.14	\$12.53

SOUTH COUNTY

	RANGE	MEDIAN
Entry Level/No Experience	\$ 6.75-10.42	\$ 7.13
Experience/New to Firm	\$ 6.75-10.94	\$ 8.00
3+ Yrs. Experience with Firm	\$ 6.75-12.00	\$10.00

Employer Profile: 17 employers supplied the data for this occupation, 8 from North County and 9 from South County, representing a total of 499 positions. Of the positions reported, 40% were full-time and 60% were part-time.

Wage Notes: Union wages were reported by 35% of the employers.

Benefits:

	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	29%	0%	35%	6%	0%	0%	Sick Leave	71%	12%	0%	6%	0%	0%
Dental	24%	0%	18%	12%	0%	0%	Vacation	65%	18%	0%	6%	0%	0%
Vision	24%	0%	18%	12%	6%	0%	Retirement	6%	0%	29%	18%	12%	6%
Life	24%	6%	6%	6%	6%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	12%	6%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include cafeteria plan and supplemental cancer insurance.

TRAINING PROVIDERS

Center for Employment Training, Santa Maria

Programs: Building/Property Maintenance and Manager



OES Code: 670020

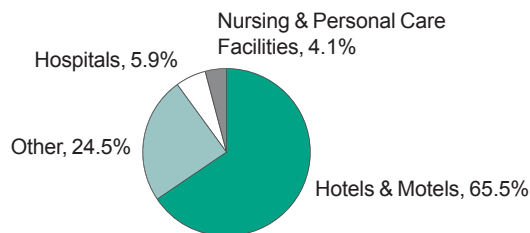
Maids and Housekeeping Cleaners perform any combination of tasks to maintain rooms in commercial establishments, such as hotels, restaurants and hospitals, in a clean and orderly condition. Their duties include making beds, replenishing linens, cleaning rooms and halls, and arranging furniture.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 75% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 440

New: 190
Due to Separations: 250

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Maids and Housekeeping Cleaners is 10.3%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most vacancies were created by employees leaving and a few resulted from promotions.

Recruitment Methods:

Employee Referrals	78%
Newspaper Ads	100%
Walk-in Applicants	94%

Promotional Opportunities: Most employers reported that Maids and Housekeeping Cleaners may be promoted to:

- Assistant Housekeeper
- Executive Housekeeper
- Housekeeping Supervisor
- Inspector

EMPLOYER REQUIREMENTS

Education: A few employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: A few responding employers require an average of 6 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Apply health/sanitation standards
- Clean linens
- Operate cleaning equipment
- Perform domestic/cleaning duties
- Remove stains from upholstery, carpets, etc.
- Speak second language fluently

WAGES AND BENEFITS

SANTA BARBARA COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.25 - 7.25
 \$ 6.25 - 7.75
 \$ 6.50 - 9.00

MEDIAN

\$ 6.25
 \$ 6.75
 \$ 7.53

NORTH COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.25 - 7.00
 \$ 6.25 - 7.27
 \$ 6.50 - 10.00

MEDIAN

\$ 6.25
 \$ 6.75
 \$ 7.50

SOUTH COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.25 - 8.00
 \$ 6.25 - 8.00
 \$ 6.75 - 8.70

MEDIAN

\$ 6.50
 \$ 6.75
 \$ 8.00

Employer Profile: 18 employers supplied the data for this occupation, 11 from North County and 7 from South County, representing a total of 379 positions. Of the positions reported, 58% were full-time, 40% were part-time, and 3% were seasonal.

Wage Notes: All wages reported were non-union. Other employer specified compensation include tips.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	11%	0%	72%	11%	0%	0%
Dental	6%	0%	56%	6%	6%	0%
Vision	0%	0%	44%	0%	0%	0%
Life	28%	0%	22%	6%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	44%	17%	6%	0%	0%	0%
Vacation	56%	22%	22%	0%	0%	0%
Retirement	6%	0%	28%	6%	6%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	6%	6%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

No training providers available at this time.



OES Code: 660080

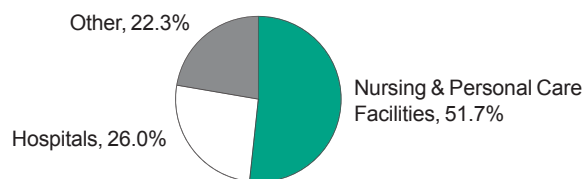
Nurse Aides work under the direction of nursing or medical staff to provide auxiliary services in the care of patients. They perform duties such as answering patients' call bells, serving and collecting food trays, and feeding patients. Nurse Aides may be called Assistants, Attendants, or Orderlies. Orderlies are primarily concerned with the care of male patients, setting up equipment, and relieving nurses of heavier work. Does not include Psychiatric Aides and Home Health Aides.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 81% of the positions were filled by females.

Where The Jobs Are:



Projected Openings: 230
 New: 110
 Due to Separations: 120

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Nurse Aides is 9.7%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most vacancies were created by employees leaving, some were temporary positions, and a few resulted from new positions.

Recruitment Methods:

Employee Referrals	73%
Newspaper Ads	93%
School Program Referrals	67%

Promotional Opportunities: Many employers reported that Nurse Aides may be promoted to:

- Certified Nursing Assistant II
- Restorative Aide
- Licensed Vocational Nurse

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent and many require less than a high school diploma.

Experience/Training: Some responding employers require an average of 9 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Apply nursing practices and procedures
- Keep records and maintain files
- Perform routine medical treatments
- Prepare patients for exams and treatments
- Take vital signs
- Understand and use medical terminology

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 10.00	\$ 8.38
Experience/New to Firm		\$ 7.00 - 11.75	\$10.00
3+ Yrs. Experience with Firm		\$ 8.00 - 11.75	\$11.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 8.52	\$ 8.11
Experience/New to Firm		\$ 7.00 - 9.87	\$ 8.26
3+ Yrs. Experience with Firm		\$ 8.00 - 11.42	\$ 9.26
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 10.00	\$ 9.50
Experience/New to Firm		\$ 8.00 - 11.75	\$10.10
3+ Yrs. Experience with Firm		\$ 9.00 - 11.75	\$11.00

Employer Profile: 15 employers supplied the data for this occupation, 6 from North County and 9 from South County, representing a total of 708 positions. Of the positions reported, 52% were full-time, 17% were part-time, and 31% were temporary or on call. Full-time hours can range from 36 to 45 hours per week.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include a shift differential.

Out of pattern wages can occur when employers do not hire employees in all experience levels.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	14%	0%	71%	14%	0%	0%
Dental	7%	0%	64%	14%	7%	0%
Vision	14%	14%	43%	0%	0%	0%
Life	50%	14%	14%	0%	7%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	64%	14%	0%	0%	0%	0%
Vacation	71%	14%	0%	0%	0%	0%
Retirement	29%	14%	29%	7%	14%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Medical Assistant
Nurse Assistant/Aide

Center for Employment Training, Santa Maria
Programs: Medical Assistant

Medical Career Services, Santa Barbara
Programs: Medical Assistant

Santa Barbara Business College, Santa Barbara and Santa Maria
Programs: Medical Assistant

Santa Barbara City College, Santa Barbara
Programs: Nurse Assistant/Aide

Santa Maria School of Medical Arts, Santa Maria
Programs: Nurse Assistant/Aide

Vocational Career Services, Santa Barbara
Programs: Medical Assistant



OES Code: 650080

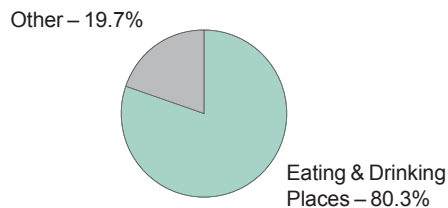
Waiters and Waitresses serve food and/or beverages to patrons at tables. They usually take orders from patrons and make out the check. Their duties may include setting tables with linen and silverware and taking payment from patrons. They may serve customers at counters as well as at tables. Does not include workers who only work at counters.

EMPLOYMENT TRENDS

Occupation Size: 1,099 and above Very large

Male/Female Percentage: Employers reported that 59% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 1,980
 New: 390
 Due to Separations: 1,590

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Waiters and Waitresses is 10.1%, which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is not difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by employees leaving, some were temporary positions, and a few resulted from promotions or new positions.

Recruitment Methods:

Employee Referrals	87%
Walk-in Applicants	80%
Newspaper Ads	73%

Promotional Opportunities: Almost all employers reported that Waiters and Waitresses may be promoted to:

- Manager
- Assistant Manager
- Supervisor
- General Manager
- Bartender

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent while a few employers require less than a high school diploma.

Experience/Training: Many responding employers require an average of 13 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Apply food handling rules
- Prepare bill/check in restaurant
- Provide customer service
- Receive payments and make change
- Serve food and beverages in restaurant or bar
- Understand government health, hotel and food service

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$6.75-6.75	\$6.75
Experience/New to Firm		\$6.75-7.00	\$6.75
3+ Yrs. Experience with Firm		\$6.75-7.50	\$6.75
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$6.75-6.75	\$6.75
Experience/New to Firm		\$6.75-7.00	\$6.75
3+ Yrs. Experience with Firm		\$6.75-7.50	\$6.75
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$6.75-10.00	\$6.75
Experience/New to Firm		\$6.75-12.00	\$6.75
3+ Yrs. Experience with Firm		\$6.75-15.00	\$6.75

Employer Profile: 15 employers supplied the data for this occupation, 6 from North County and 9 from South County, representing a total of 320 positions. Of the positions reported, 26% were full-time, 62% were part-time and 10% were temporary or on call.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include tips.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	20%	0%	20%	0%	0%	13%	Sick Leave	33%	7%	13%	0%	0%	0%
Dental	20%	0%	20%	0%	0%	7%	Vacation	33%	13%	13%	0%	0%	13%
Vision	7%	0%	13%	0%	7%	7%	Retirement	7%	0%	27%	7%	0%	7%
Life	20%	7%	13%	0%	0%	7%	Child Care	0%	0%	0%	0%	0%	0%
							Other	0%	0%	7%	0%	0%	0%

Other Benefits: Other employer specified benefits include credit union.

TRAINING PROVIDERS

Santa Barbara County ROP, Santa Maria
Programs: Restaurant Occupations

Santa Barbara County ROP, Santa Barbara
Programs: Food Service, Waiter/Waitress, and Dining Room Management/Manager

AGRICULTURAL, FORESTRY, FISHING AND RELATED OCCUPATIONS

Farmworkers - Farm and Ranch Animals
Graders and Sorters - Agricultural Products
Laborers, Landscaping and Groundskeeping

**OES Code: 798580**

Farmworkers, Farm and Ranch Animal Workers attend to live farm or ranch animals that may include cattle, sheep, swine, goats, and poultry produced for animal products such as meat, fur, skins, feathers, milk, and eggs. Duties may include feeding, watering, herding, grazing, castrating, branding, debeaking, weighing, catching, and loading animals. May maintain records on animals; examine animals to detect diseases and injuries; assist in birth deliveries; and administer medications, vaccinations, or insecticide as appropriate. May clean and maintain housing areas. Include workers who tend dairy milking machines, shear wool from sheep, collect eggs in hatcheries, place shoes on animals' hooves, and tend bee colonies.

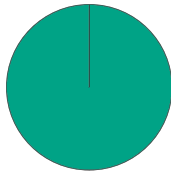
EMPLOYMENT TRENDS

Occupation Size: Less than 249 Small

Male/Female Percentage: Employers reported that 84% of the positions were filled by males.

Where The Jobs Are:

Animal Services, Except Veterinary- 100%



Projected Openings: 60
 New: 30
 Due to Separations: 30

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Farmworkers-Farm/Ranch Animals is 25.0%, which is growing much faster than the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, almost all of the vacancies filled were created by turnover and a few were new positions.

Recruitment Methods:

Walk-in Applicants	100%
Employee Referrals	83%
Newspaper Ads	50%

Promotional Opportunities: Many employers reported that Farmworkers-Farm/Ranch Animals may be promoted to:

- Assistant
- Supervisor
- Management

EMPLOYER REQUIREMENTS

Education: Many employers do not require recent hires to have a high school diploma or the equivalent.

Experience/Training: Many responding employers require an average of 16 months of work-related experience, primarily in farming, but most will substitute training for experience.

Most Important to Least Important Skills:

- Understand animals
- Identify livestock
- Groom animals
- Recognize diseases
- Operate special equipment
- Keep records

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 5.75	\$ 5.75
Experience/New to Firm		\$ 5.75 - 8.63	\$ 7.00
3+ Yrs. Experience with Firm		\$ 6.90 - 17.26	\$10.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 5.75 - 8.00	\$ 6.44
3+ Yrs. Experience with Firm		\$ 6.90 - 12.00	\$10.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		N/A	N/A
3+ Yrs. Experience with Firm		N/A	N/A

Employer Profile: 7 employers supplied the data for this occupation, 5 from North County and 2 from South County, representing a total of 25 positions. Of the positions reported, 88% were full-time and 12% were part-time. Some employers reported full-time hours exceed 40 per week and may be as high as 48.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	29%	0%	0%	14%	0%	0%	Child Care	0%	0%	0%	0%	0%	0%
Dental	14%	0%	0%	14%	0%	0%	Sick Leave	14%	14%	0%	0%	0%	0%
Vision	14%	0%	0%	14%	0%	0%	Vacation	29%	14%	0%	0%	0%	0%
Life	14%	14%	0%	0%	0%	0%	Retirement	0%	0%	0%	0%	0%	0%
							Other	0%	0%	0%	0%	0%	0%

Other Benefits: Other employer-specified benefits include a 401K Plan.

TRAINING PROVIDERS

Santa Barbara County ROP, Santa Maria
 Programs: Agricultural Animal Husbandry &
 Production Management



OES Code: 790110

Graders and Sorters, Agricultural Products grade, sort, or classify unprocessed food and other agricultural products by size, weight, color, or condition. Does not include Inspectors and Graders of processed agricultural products.

EMPLOYMENT TRENDS

Occupation Size: N/A

Male/Female Percentage: Employers reported that 57% of the positions were filled by females.

Where The Jobs Are:

Beer, Wine &
Distilled Beverages – 27.6%



Projected Openings: N/A

New: N/A
Due to Separations: N/A

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Graders & Sorters-Agricultural Products is not available. The average growth rate is 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter little competition in their job search.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were temporary positions and a few were created by turnover, or resulted from promotions.

Recruitment Methods:

Employee Referrals	87%
Walk-in Applicants	73%
In-House Promotion or Transfer	40%

Promotional Opportunities: Most employers reported that Graders & Sorters-Agricultural Products may be promoted to:

- Lead
- Supervisor
- Foreman
- Packer

EMPLOYER REQUIREMENTS

Education: Almost all employers do not require recent hires to have a high school diploma or the equivalent.

Experience/Training: Some responding employers require an average of 8 months of work-related experience, primarily in grading and sorting, but most will substitute training for experience.

Most Important to Least Important Skills:

- Follow and give instructions
- Adhere to safety procedures
- Sort raw materials/products in manufacturing
- Recognize crops/food products
- Use hand tools
- Operate specialized equipment in Agriculture, Forestry or Fishing Activities

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 7.00	\$ 5.75
Experience/New to Firm		\$ 5.75 - 7.00	\$ 6.00
3+ Yrs. Experience with Firm		\$ 6.00 - 8.28	\$ 6.75
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 7.00	\$ 6.00
Experience/New to Firm		\$ 5.75 - 7.00	\$ 6.30
3+ Yrs. Experience with Firm		\$ 6.00 - 8.28	\$ 6.68
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 5.75	\$ 5.75
Experience/New to Firm		\$ 5.75 - 6.00	\$ 5.75
3+ Yrs. Experience with Firm		\$ 6.00 - 7.50	\$ 6.38

Employer Profile: 15 employers supplied the data for this occupation, 9 from North County and 6 from South County, representing a total of 1204 positions. Of the positions reported, 48% were full-time, 2% were part-time, 21% were temporary or on-call, and 30% were seasonal. Many employers reported that full-time hours exceed 40 and may be as high as 59.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	27%	0%	27%	0%	0%	0%	Sick Leave	33%	0%	0%	0%	0%	0%
Dental	7%	0%	13%	0%	0%	0%	Vacation	47%	0%	0%	0%	0%	0%
Vision	13%	0%	20%	0%	0%	0%	Retirement	13%	0%	7%	0%	13%	0%
Life	7%	0%	0%	0%	0%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
 Programs: Agricultural & Food Products
 Processing

LABORERS, LANDSCAPING AND GROUNDSKEEPING



OES Code: 790410

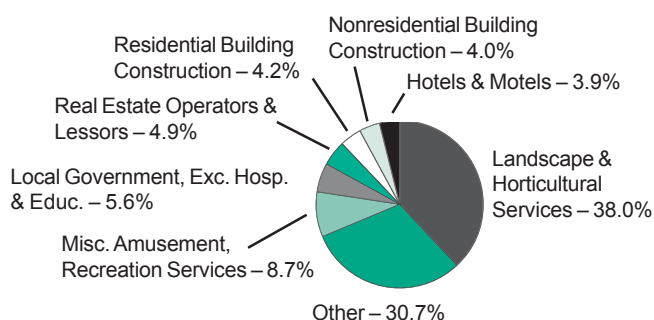
Landscaping and Groundskeeping Laborers landscape and/or maintain grounds of property using hand or power tools or equipment. May work in nursery facility or at customer location. Workers typically perform a variety of tasks, which may include any combination of the following; sod laying, mowing, trimming, planting, watering, fertilizing, digging, raking, and sprinkler installation. Workers may help brick and stone masons.

EMPLOYMENT TRENDS

Occupation Size: 1,099 and above Very large

Male/Female Percentage: Employers reported that 98% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 1,020
 New: 440
 Due to Separations: 580

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Laborers, Landscaping and Groundskeeping is 17.4% which is growing faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were created by employees leaving, some were new positions and a few resulted from promotions or temporary positions.

Recruitment Methods:

Newspapers Ad	87%
Employee Referrals	73%
Walk-in Applicants	73%

Promotional Opportunities: Most employers reported that Laborers, Landscaping and Groundskeeping may be promoted to:

- Foreman
- Maintenance Worker
- Supervisor
- Superintendent
- Lead

EMPLOYER REQUIREMENTS

Education: Many employers require a high school diploma or the equivalent while most require less than a high school diploma.

Experience/Training: Many responding employers require an average of 12 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Adhere to safety procedures
- Operate specialized equipment in agriculture forestry or fish activities
- Recognize plant disease
- Recognize tree and forest plant species
- Use hand tools

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non Union

	RANGE	MEDIAN
Entry Level/No Experience	\$ 7.19- 8.00	\$ 7.50
Experience/New to Firm	\$ 7.19-10.00	\$ 9.00
3+ Yrs. Experience with Firm	\$ 8.00-13.60	\$10.40

SANTA BARBARA COUNTY - Union

	RANGE	MEDIAN
Entry Level/No Experience	\$10.55-15.68	\$13.12
Experience/New to Firm	\$11.63-15.68	\$14.90
3+ Yrs. Experience with Firm	\$12.82-19.07	\$18.13

NORTH COUNTY

	RANGE	MEDIAN
Entry Level/No Experience	\$ 7.19-10.55	\$ 7.50
Experience/New to Firm	\$ 7.19-14.90	\$ 9.90
3+ Yrs. Experience with Firm	\$ 8.15-18.13	\$11.91

SOUTH COUNTY

	RANGE	MEDIAN
Entry Level/No Experience	\$ 7.50-15.68	\$ 7.75
Experience/New to Firm	\$ 8.00-15.68	\$ 9.00
3+ Yrs. Experience with Firm	\$ 8.00-19.07	\$10.40

Employer Profile: 15 employers supplied the data for this occupation, 6 from North County and 9 from South County, representing a total of 302 positions. Of the positions reported, 85% were full-time, 12% were part-time and 1% were temporary or on-call. Full time hours can range from 40 to 44 hours per week.

Wage Notes: Union wages were reported by 20% of the employers.

Benefits:

	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	53%	0%	0%	20%	0%	7%		67%	7%	0%	0%	0%	0%
Dental	40%	0%	13%	0%	0%	7%		80%	7%	0%	0%	0%	0%
Vision	33%	0%	7%	0%	0%	7%		40%	0%	7%	0%	7%	7%
Life	60%	0%	0%	0%	0%	7%		0%	0%	0%	0%	0%	7%
								13%	0%	0%	0%	7%	0%

Other Benefits: Other employer specified benefits include supplemental cancer insurance, 457 plans and long term disability.

TRAINING PROVIDERS

No training providers available at this time.

PRODUCTION, CONSTRUCTION, OPERATING AND MAINTENANCE OCCUPATIONS

Automotive Body and Related Repairers

Automotive Mechanics

Carpenters

Driver and Sales Workers

Electricians

Maintenance Repairers - General Utility

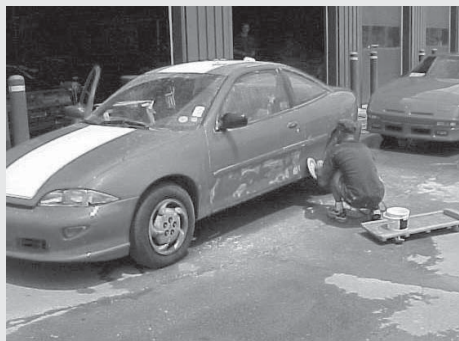
Painters, Paperhangers - Construction and Maintenance

Plumbers, Pipefitters and Steamfitters

Truck Drivers - Heavy or Tractor Trailer

Truck Drivers, Light - Include Delivery and Route Workers

AUTOMOTIVE BODY AND RELATED REPAIRERS



OES Code: 853050

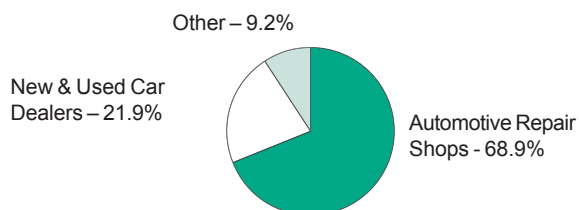
Automotive Body and Related Repairers repair, repaint, and refinish automotive vehicle bodies, straighten vehicle frames, and replace damaged vehicle glass.

EMPLOYMENT TRENDS

Occupation Size: Less than 254 Small

Male/Female Percentage: Employers reported that 97% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 60
 New: 20
 Due to Separations: 40

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Automotive Body and Related Repairers is 11.1% which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving, some were new positions, and a few resulted from promotions and temporary positions.

Recruitment Methods:

Newspaper Ads	87%
Employee Referrals	73%
Walk-In Applicants	73%

Promotional Opportunities: Many employers reported that Automotive Body and Related Repairers may be promoted to:

- Metal Technician
- Refinish Technician
- Manager
- Journeyman
- Production Manager

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent while many require less than a high school diploma.

Experience/Training: Many responding employers require an average of 18 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Apply knowledge of vehicle repair procedures
- Prepare and paint autos
- Read repair work orders
- Repair and replace vehicle body parts
- Use precision measuring devices in mechanical repair work
- Write vehicle damage repair estimates

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75-15.20	\$10.00
Experience/New to Firm		\$ 8.50-15.50	\$13.00
3+ Yrs. Experience with Firm		\$ 9.50-25.00	\$15.20
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.75-12.75	\$10.00
Experience/New to Firm		\$ 8.50-15.00	\$11.38
3+ Yrs. Experience with Firm		\$ 9.50-25.00	\$14.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 9.59-15.20	\$10.47
Experience/New to Firm		\$11.99-21.58	\$15.00
3+ Yrs. Experience with Firm		\$15.20-28.77	\$20.00

Employer Profile: 15 employers supplied the data for this occupation, 8 from North County and 7 from South County, representing a total of 146 positions. Of the positions reported, 96% were full-time, 3% were part-time and 1% were temporary or on call.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include bonuses.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	27%	0%	47%	7%	0%	0%
Dental	20%	0%	13%	7%	13%	0%
Vision	13%	0%	20%	7%	7%	0%
Life	20%	0%	7%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	40%	0%	0%	0%	0%	0%
Vacation	67%	7%	7%	0%	0%	0%
Retirement	7%	0%	13%	0%	20%	7%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Autobody/Collision and Repair
Technology/Technician

Masters Educational Services, Santa Barbara
Programs: Autobody/Collision and Repair
Technology/Technician

Santa Barbara County ROP, Santa Barbara and Santa Maria
Programs: Autobody/Collision and Repair
Technology/Technician



OES Code: 853020

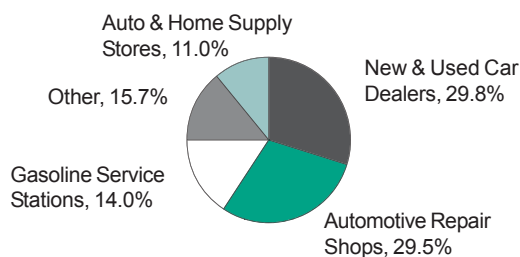
Automotive Mechanics adjust, repair, and overhaul automotive vehicles. They may be designated according to specialties, such as Brake Repairers, Transmission Mechanics, or Front-end Mechanics. Does not include Auto Body Repairers, Bus and Truck Mechanics, Diesel Engine Specialists, and Electrical Systems Specialists.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1077 Large

Male/Female Percentage: Employers reported that 98% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 230
 New: 90
 Due to Separations: 140

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Automotive Mechanics is 11.5%, which is slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers reported it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most vacancies were created by employees leaving, some were new positions, and a few resulted from promotions.

Recruitment Methods:

Employee Referrals	63%
Newspaper Ads	69%
Walk-in Applicants	69%

Promotional Opportunities: Some employers reported that Automotive Mechanics may be promoted to:

- Service Advisor
- Assistant Manager
- Manager

EMPLOYER REQUIREMENTS

Education: Many employers require recent hires to have a high school diploma or the equivalent and a few require an associate degree.

Experience/Training: Almost all responding employers require an average of 31 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Adhere to safety procedures
- Diagnose automotive systems malfunctions
- Estimate automotive repairs
- Install/replace/repair automotive components
- Operate electronic test equipment
- Perform routine service on vehicles

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 10.00	\$ 8.00
Experience/New to Firm		\$ 8.00 - 22.00	\$12.00
3+ Yrs. Experience with Firm		\$11.51 - 28.00	\$17.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 8.00 - 14.38	\$11.25
3+ Yrs. Experience with Firm		\$11.51 - 24.93	\$16.50
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 9.50 - 25.00	\$15.00
3+ Yrs. Experience with Firm		\$ 14.00 - 28.00	\$18.00

Employer Profile: 17 employers supplied the data for this occupation, 8 from North County and 9 from South County, representing a total of 125 positions. Of the positions reported, 98% were full-time, 1% were part-time, and 1% were temporary or on call. Full-time hours can range from 40 to 45 hours per week.

Wage Notes: All wages reported were non-union.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	41%	0%	41%	0%	0%	0%	Sick Leave	47%	0%	0%	0%	6%	0%
Dental	12%	0%	29%	0%	24%	0%	Vacation	94%	0%	0%	0%	0%	0%
Vision	18%	0%	18%	0%	18%	0%	Retirement	29%	0%	12%	0%	35%	0%
Life	35%	0%	6%	0%	12%	0%	Child Care	0%	0%	0%	0%	6%	0%
							Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Bilingual Vocational Center, Santa Barbara
Programs: Auto/Automotive Mechanic/
Technician

Santa Barbara City College, Santa Barbara
Programs: Auto/Automotive Mechanic/
Technician

Santa Barbara County ROP, Santa Barbara
Programs: Auto/Automotive Mechanic/
Technician

Santa Barbara County ROP, Santa Maria
Programs: Auto/Automotive Mechanic/
Technician

Vocational Career Services, Santa Barbara
Programs: Auto/Automotive Mechanic/
Technician



OES Code: 871020

Carpenters perform the carpentry duties necessary to make or repair wooden structures, structural members, and fixtures and equipment using carpentry tools and woodworking machines. Does not include Cabinetmakers and Bench Carpenters.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1,077 Large

Male/Female Percentage: Employers reported that 99% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 350
 New: 170
 Due to Separations: 180

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Carpenters is 19.5%, which is growing faster when compared to the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter little competition in their job search.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled were new positions, some were temporary positions, and a few resulted from promotions or were created by turnover.

Recruitment Methods:

Employee Referrals	82%
Newspaper Ads	41%
Walk-in Applicants	41%

Promotional Opportunities: Almost all employers reported that Carpenters may be promoted to:

- Foreman
- Supervisor
- Superintendent
- Estimator
- Lead

EMPLOYER REQUIREMENTS

Education: Many employers do not require recent hires to have a high school diploma or the equivalent.

Experience/Training: Almost all responding employers require an average of 16 months of work-related experience, primarily in carpentry, but many will substitute training for experience.

Most Important to Least Important Skills:

- Apply advanced technical math
- Apply building codes
- Move and lift heavy objects
- Read blueprints & technical drawings
- Adhere to safety procedures
- Use hand & power tools

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non-Union		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 8.00	\$ 8.00
Experience/New to Firm		\$ 8.00 - 20.00	\$14.38
3+ Yrs. Experience with Firm		\$18.00 - 28.77	\$25.00
SANTA BARBARA COUNTY - Union		RANGE	MEDIAN
Entry Level/No Experience		\$10.70 - 10.70	\$10.70
Experience/New to Firm		\$16.00 - 26.75	\$22.68
3+ Yrs. Experience with Firm		\$25.30 - 26.75	\$26.75
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$12.00 - 26.75	\$19.00
3+ Yrs. Experience with Firm		\$25.00 - 26.75	\$25.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 8.00 - 25.30	\$16.00
3+ Yrs. Experience with Firm		\$18.00 - 28.77	\$25.00

Employer Profile: 17 employers supplied the data for this occupation, 4 from North County and 13 from South County, representing a total of 210 positions. Of the positions reported, 94% were full-time and 5% were part-time. A few employers reported full time hours can exceed 40 hours per week and may be as high as 50.

Wage Notes: Union wages were reported by 24% of the employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All				Shared Cost				Employee Pays All			
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
Medical	29%	0%	29%	6%	0%	0%						
Dental	18%	0%	18%	0%	0%	6%						
Vision	18%	0%	0%	0%	0%	6%						
Life	18%	0%	0%	0%	0%	6%						
Sick Leave	35%	0%	0%	0%	0%	0%						
Vacation	47%	0%	6%	0%	0%	0%						
Retirement	29%	0%	0%	0%	12%	0%						
Child Care	0%	0%	0%	0%	0%	0%						
Other	0%	0%	0%	0%	0%	0%						

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Lompoc Adult School, Lompoc
Programs: Carpenters



OES Code: 971170

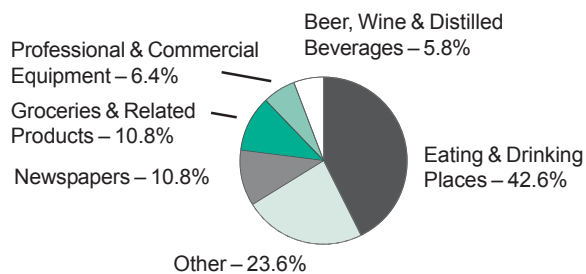
Driver/Sales Workers drive trucks or other vehicles over established routes to deliver and sell goods, such as food products; to collect and deliver items, such as laundry; or to collect coins, and to refill and service vending machines. Includes newspaper delivery drivers.

EMPLOYMENT TRENDS

Occupation Size: 507 - 1,098 Large

Male/Female Percentage: Employers reported that 99% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 120
 New: 50
 Due to Separations: 70

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Drivers and Sales Workers is 10.2%, which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving and a few resulted from promotions or new positions.

Recruitment Methods:

Newspaper Ads	88%
Walk-in Applicants	50%
Employee Referrals	44%

Promotional Opportunities: Many employers reported that Drivers and Sales Workers may be promoted to:

- Supervisor
- Manager
- Dispatcher
- Driver Trainer/Supervisor
- Route Supervisor

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or equivalent while a few employers require less than a high school diploma.

Experience/Training: Some responding employers require an average of 11 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Adjust driving time to workload levels
- Apply loading/unloading procedures
- Fill money changers in vending machines
- Keep records and maintain files
- Operate delivery vehicles
- Read maps

WAGES AND BENEFITS

SANTA BARBARA COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.75 - 14.44
\$ 7.14 - 15.20
\$ 7.14 - 16.95

MEDIAN

\$ 8.75
\$10.00
\$12.50

NORTH COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 6.75 - 14.44
\$ 8.50 - 16.78
\$10.50 - 23.97

MEDIAN

\$ 8.25
\$10.00
\$13.00

SOUTH COUNTY

Entry Level/No Experience
Experience/New to Firm
3+ Yrs. Experience with Firm

RANGE

\$ 7.14 - 13.50
\$ 7.14 - 15.20
\$ 7.14 - 16.95

MEDIAN

\$ 9.50
\$10.00
\$12.00

Employer Profile: 16 employers supplied the data for this occupation, 7 from North County and 9 from South County, representing a total of 200 positions. Of the positions reported, 86% were full-time, 5% were part-time and 10% were temporary or on call. Full-time hours can range from 36 to 45 hours per week.

Wage Notes: Union wages were reported by 13% of the employers. Union employers generally pay at the top end of all wage ranges. Other employer specified compensation may include commission.

Benefits:

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	38%	6%	44%	0%	0%	0%
Dental	19%	6%	25%	0%	13%	0%
Vision	19%	6%	19%	0%	13%	0%
Life	31%	6%	6%	0%	6%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	69%	6%	0%	0%	0%	0%
Vacation	69%	6%	0%	0%	0%	0%
Retirement	19%	6%	25%	0%	6%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

No training providers available at this time.



OES Code: 872020

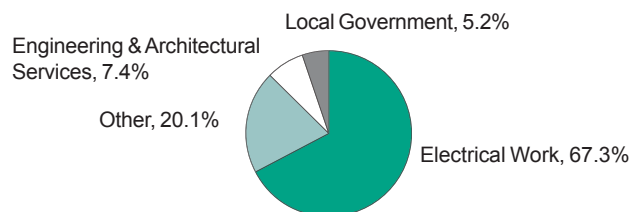
Electricians install, maintain, and repair wiring, electrical equipment, and fixtures. They insure that work is in accordance with relevant codes. They may read blueprints. Includes Protective Signal Installers and Repairers and Street Light Servicers.

EMPLOYMENT TRENDS

Occupation Size: 249 - 496 Medium

Male/Female Percentage: Employers reported that 96% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 120
 New: 60
 Due to Separations: 60

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Electricians is 15.0%, which is average when compared to the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, many vacancies were created by employees leaving or were new positions, and a few resulted from temporary positions or promotions.

Recruitment Methods:

Employee Referrals	75%
Newspaper Ads	69%
Walk-in Applicants	75%

Promotional Opportunities: Many employers reported that Electricians may be promoted to:

- Supervisor
- Foreman
- Manager

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent and a few do not.

Experience/Training: Many responding employers require an average of 28 months of previous work experience in this occupation, but some are willing to substitute training for experience.

Most Important Skills:

- Adhere to safety procedures
- Estimate costs for repair services
- Keep records and maintain files
- Operate electronic test equipment
- Read blueprints/technical drawings

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 11.26	\$ 8.00
Experience/New to Firm		\$ 7.00 - 26.46	\$15.00
3+ Yrs. Experience with Firm		\$12.00 - 29.40	\$20.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 8.00 - 29.40	\$ 8.00
Experience/New to Firm		\$10.00 - 29.40	\$19.00
3+ Yrs. Experience with Firm		\$12.00 - 29.40	\$20.80
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 6.50 - 11.26	\$ 8.00
Experience/New to Firm		\$ 7.00 - 26.46	\$15.00
3+ Yrs. Experience with Firm		\$ 8.00 - 29.40	\$19.50

Employer Profile: 17 employers supplied the data for this occupation, 7 from North County and 10 from South County, representing a total of 216 positions. Of the positions reported, 98% were full-time, and 2% were part-time. Full-time hours can range from 40 to 42 hours per week.

Wage Notes: Union wages were reported by 18% of the employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Medical	59%	0%	29%	0%	0%	0%
Dental	29%	0%	12%	0%	12%	0%
Vision	12%	0%	12%	0%	12%	0%
Life	6%	0%	6%	0%	0%	0%

	Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T
Sick Leave	12%	0%	0%	0%	0%	0%
Vacation	71%	0%	6%	0%	0%	0%
Retirement	29%	0%	29%	0%	0%	0%
Child Care	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria

Programs: Electrical, Electronic & Communication Engineering Electrician

A-Z Tech Institute, Santa Maria

Programs: Electrical & Electronics Equipment Installer & Repairer

Bilingual Vocational Center, Santa Barbara

Programs: Electronic Assembly & Testing

Center for Employment Training, Santa Maria

Programs: Electrical & Electronics Equipment Installer and Repairer

Electrical Workers #413, Santa Barbara

Programs: Electrician

Santa Maria Training Options, Santa Maria

Programs: Electrical & Electronics Equipment Installer and Repairer

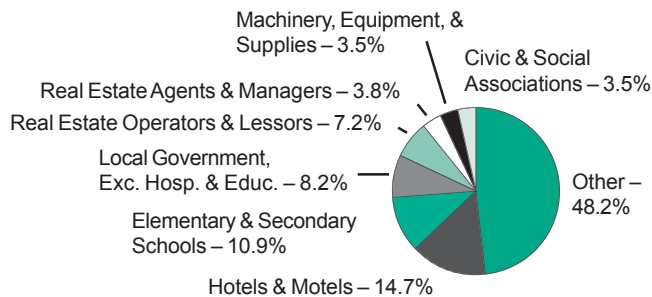

OES CODE: 851320

General Utility Maintenance Repairers perform work involving two or more maintenance skills to keep the machines, mechanical equipment, and/or structure of an establishment in repair. This occupation is generally found in a small establishment where specialization in maintenance work is impractical. Their duties may involve pipefitting, boilermaking, insulating, welding, machining, machine and equipment repairing, carpentry, and electrical work, as well as planning and laying out of work relating to repairs; repairing electrical and/or mechanical equipment; installing, aligning and balancing new equipment; and repairing buildings, floors, or stairs.

EMPLOYMENT TRENDS

Occupation Size: 1,099 and above Very large

Male/Female Percentage: Employers reported that 97% of the positions were filled by males.

Where The Jobs Are:


Projected Openings: 370
 New: 120
 Due to Separations: 250

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Maintenance Repairers - General Utility is 7.7% which is growing slower than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving, some were promotions, and a few were new or temporary positions.

Recruitment Methods:

Newspaper Ads	100%
Walk-in Applicants	67%
Employee Referrals	60%

Promotional Opportunities: Most employers reported that Maintenance Repairers - General Utility may be promoted to:

- Maintenance Manager
- Maintenance Lead
- Supervisor
- Director of Maintenance
- Maintenance Worker II, III

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent while some require less than a high school diploma.

Experience/Training: All responding employers require an average of 22 months of previous work experience in this occupation, but many are willing to substitute training for experience.

Most Important Skills:

- Diagnose and correct malfunctions in electrical and electronic equipment
- Keep records and maintain files
- Manage building maintenance projects
- Read repair work orders
- Read, apply service and repair manuals
- Use building materials for routine building maintenance

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 6.75-16.32	\$12.00
3+ Yrs. Experience with Firm		\$ 8.00-18.77	\$15.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 6.75-16.32	\$11.00
3+ Yrs. Experience with Firm		\$ 8.00-18.77	\$15.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$ 8.00-12.07	\$12.00
3+ Yrs. Experience with Firm		\$12.00-16.00	\$13.98

Employer Profile: 15 employers supplied the data for this occupation, 10 from North County and 5 from South County, representing a total of 73 positions. Of the positions reported, 92% were full-time, 4% were part-time and 3% were temporary or on-call.

Wage Notes: Union wages were reported by 7% of the employers. Union employers generally pay at the top end of all wage ranges. Other employer specified compensation may include rent and on-call pay.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	40%	0%	47%	7%	0%	0%	Sick Leave	80%	7%	0%	0%	7%	0%
Dental	27%	0%	53%	7%	0%	0%	Vacation	87%	7%	0%	0%	7%	0%
Vision	27%	0%	13%	7%	7%	0%	Retirement	20%	0%	40%	7%	13%	0%
Life	40%	0%	13%	0%	7%	0%	Child Care	7%	0%	0%	0%	0%	0%
							Other	7%	7%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include life/accident/disability insurance.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
 Programs: Electrical & Electronic Engineering Technologies/Technicians, Other Machine Tool Technology/Machinist Welding Technology/Welder Pipefitting/Pipefitter and Sprinkler Fitter Mechanic and Repair Technologies/Technicians, other

Center for Employment Training, Santa Maria
 Programs: Building/Property Maintenance and Management



OES Code: 874020

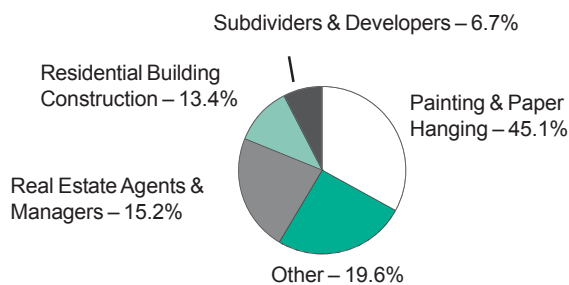
Painters, Paperhangers - Construction and Maintenance paint walls, equipment, buildings, bridges, and other structural surfaces, using brushes, rollers, and spray guns. They may mix colors or oils to obtain desired color or consistency. Paperhangers cover interior walls and ceilings of rooms with decorative wallpaper or fabric.

EMPLOYMENT TRENDS

Occupation Size: 507 - 1,098 Large

Male/Female Percentage: Employers reported that 99% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 270
 New: 140
 Due to Separations: 130

Projections:

Employer Findings: Many employers in this study project employment for this occupation to grow over the next two years.

EDD Projections: The new job trend rate for Painters, Paperhangers, Construction and Maintenance is 21.5%, which is growing much faster than the average growth rate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, most of the vacancies filled were created by employees leaving, some were new positions and a few resulted from promotions.

Recruitment Methods:

Newspaper Ads	69%
Employee Referrals	69%
Walk-in Applicants	50%

Promotional Opportunities: Most employers reported that Painters, Paperhangers, Construction and Maintenance workers may be promoted to:

- Project Manager
- Supervisor
- Foreman
- Lead Painter
- Estimator

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or equivalent while some employers require less than a high school diploma.

Experience/Training: Most responding employers require an average of 26 months of previous work experience in this occupation, but a few are willing to substitute training for experience.

Most Important Skills:

- Adhere to safety procedures
- Apply coatings/adhesives
- Apply safe waste disposal procedures
- Mix/match paint
- Prepare/repair building surfaces for painting
- Read technical drawings and specifications

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00- 8.50	\$ 8.00
Experience/New to Firm		\$ 8.00-15.00	\$10.00
3+ Yrs. Experience with Firm		\$ 9.00-18.00	\$15.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.00-10.00	\$10.00
3+ Yrs. Experience with Firm		\$13.00-18.00	\$15.00
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00- 8.50	\$ 8.00
Experience/New to Firm		\$ 8.00-23.00	\$10.00
3+ Yrs. Experience with Firm		\$ 9.00-33.00	\$13.50

Employer Profile: 16 employers supplied the data for this occupation, 4 from North County and 12 from South County, representing a total of 202 positions. Of the positions reported, 89% were full-time and 5% were part-time and 5% were temporary or on call.

Wage Notes: All wages reported were non-union. Other employer specified compensation may include gas.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	19%	0%	38%	0%	0%	0%		19%	0%	0%	0%	0%	0%
Dental	13%	0%	19%	0%	6%	0%		44%	0%	0%	0%	0%	0%
Vision	6%	0%	25%	0%	6%	0%		0%	0%	31%	0%	0%	0%
Life	25%	0%	6%	0%	0%	0%		0%	0%	0%	0%	6%	0%
								6%	0%	0%	0%	0%	0%
Sick Leave													
Vacation													
Retirement													
Child Care													
Other													

Other Benefits: Other employer specified benefits include paid holidays.

TRAINING PROVIDERS

No training providers available at this time.

PLUMBERS, PIPEFITTERS, AND STEAMFITTERS



OES Code: 875020

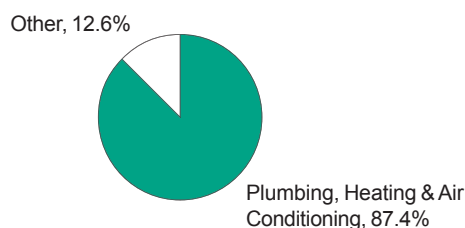
Plumbers, Pipefitters, and Steamfitters assemble, install, alter and repair pipe systems (metal, plastic, ceramic, composition, etc.) that carry water, steam, air, or other liquids or gases. Does not include plumbers, steam, and pipefitters who primarily install and repair heating, air conditioning, and refrigeration systems.

EMPLOYMENT TRENDS

Occupation Size: 249 - 496 Medium

Male/Female Percentage: Employers reported that 94% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 100

New: 70
Due to Separations: 30

Projections:

Employer Findings: Many employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Plumbers, Pipefitters, and Steamfitters is 20.6%, which is faster than the average growthrate of 14.1% for all jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants.

Source of Filled Vacancies: During the last 12 months, a few vacancies were created by employees leaving, some were new positions, and most were temporary positions.

Recruitment Methods:

Employee Referrals	80%
Newspaper Ads	53%
Walk-in Applicants	67%

Promotional Opportunities: Most employers reported that Plumbers, Pipefitters, and Steamfitters may be promoted to:

- Journeyman
- Foreman
- Supervisor
- Superintendent

EMPLOYER REQUIREMENTS

Education: Almost all employers require recent hires to have a high school diploma or the equivalent, although some do not.

Experience/Training: Most responding employers require an average of 26 months of previous work experience in this occupation, but most are willing to substitute training for experience.

Most Important Skills:

- Apply building codes
- Assemble pipes/plumbing fixtures
- Cut, fit and join construction materials
- Read blueprints/technical drawings
- Repair water and sewer pipes and fixtures
- Use hand tools

WAGES AND BENEFITS

SANTA BARBARA COUNTY - Non-Union		
	RANGE	MEDIAN
Entry Level/No Experience	\$ 7.00 - 10.00	\$10.00
Experience/New to Firm	\$ 8.00 - 20.00	\$14.00
3+ Yrs. Experience with Firm	\$14.00 - 30.00	\$18.50
SANTA BARBARA COUNTY - Union		
	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$13.93 - 29.31	\$26.33
3+ Yrs. Experience with Firm	\$16.05 - 29.31	\$26.33
NORTH COUNTY - Union & Non-Union		
	RANGE	MEDIAN
Entry Level/No Experience	\$ 7.00 - 16.66	\$10.00
Experience/New to Firm	\$ 8.00 - 26.78	\$15.25
3+ Yrs. Experience with Firm	\$14.00 - 26.78	\$18.00
SOUTH COUNTY - Union & Non-Union		
	RANGE	MEDIAN
Entry Level/No Experience	N/A	N/A
Experience/New to Firm	\$13.93 - 29.31	\$23.17
3+ Yrs. Experience with Firm	\$16.05 - 30.00	\$27.42

Employer Profile: 15 employers supplied the data for this occupation, 9 from North County and 6 from South County, representing a total of 149 positions. Of the positions reported, 95% were full-time, 1% were part-time, and 5% were seasonal.

Wage Notes: Union wages were reported by 47% of the employers. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All				Shared Cost				Employee Pays All			
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
Medical	67%	0%	20%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Dental	40%	0%	7%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Vision	33%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Life	27%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Sick Leave	27%	0%	7%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Vacation	80%	0%	7%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Retirement	47%	0%	20%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Child Care	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Other	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include union benefits and compensation towards other benefits.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Plumber & Pipefitter

Center for Employment Training
Programs: Plumber & Pipefitter

Plumbers & Pipefitters Union Local #114, Buellton
Programs: Plumber & Pipefitter



OES Code: 971020

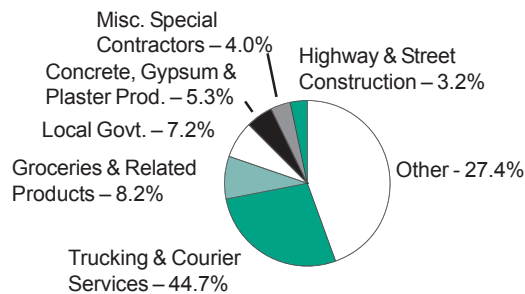
Heavy or Tractor Trailer Truck Drivers drive tractor-trailer combinations or trucks with a capacity of more than three tons to transport and deliver goods, livestock, or materials in liquid, loose or packaged form. They may be required to unload trucks.

EMPLOYMENT TRENDS

Occupation Size: 497 - 1,077 Large

Male/Female Percentage: Employers reported that 92% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 160
 New: 100
 Due to Separations: 60

Projections:

Employer Findings: Most employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Truck Drivers-Heavy is 16.7%, which is growing faster than the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is moderately difficult to find experienced and inexperienced applicants. Employer demand is somewhat greater than supply. Applicants may encounter little competition in their job search.

Source of Filled Vacancies: During the last 12 months, some of the vacancies filled resulted from promotions, were temporary or new positions, and a few were created by turnover.

Recruitment Methods:

Employee Referrals	80%
Walk-in Applicants	67%
Newspaper Ads	60%

Promotional Opportunities: Most employers reported that Truck Drivers-Heavy may be promoted to:

- Dispatcher
- Management
- Supervisor
- Warehouse/Sales
- Foreman

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: Most responding employers require an average of 17 months of work-related experience, primarily in truck driving, but some will substitute training for experience.

Most Important to Least Important Skills:

- Adhere to safety procedures
- Keep records and maintain files
- Adjust driving time to workload levels
- Apply loading and unloading procedures
- Apply geographic knowledge
- Prepare reports

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 13.00	\$ 8.30
Experience/New to Firm		\$ 7.00 - 15.00	\$11.00
3+ Yrs. Experience with Firm		\$10.00 - 16.25	\$13.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 11.00	\$ 8.30
Experience/New to Firm		\$ 7.00 - 15.00	\$11.00
3+ Yrs. Experience with Firm		\$10.00 - 15.00	\$12.50
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		N/A	N/A
Experience/New to Firm		\$10.00 - 14.50	\$11.37
3+ Yrs. Experience with Firm		\$12.00 - 16.25	\$14.32

Employer Profile: 15 employers supplied the data for this occupation, 11 from North County and 4 from South County, representing a total of 138 positions. Of the positions reported, 94% were full-time, 4% were part-time, and 2% were temporary or on-call. Many employers reported full-time hours exceed 40 and may be as high as 70.

Wage Notes: Union wages were reported for 33% of the employees. Union employers generally pay at the top end of all wage ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	40%	0%	40%	0%	0%	0%	Sick Leave	40%	0%	0%	0%	7%	0%
Dental	33%	0%	27%	0%	0%	0%	Vacation	60%	0%	0%	0%	0%	0%
Vision	13%	0%	27%	0%	0%	0%	Retirement	13%	0%	20%	0%	7%	0%
Life	27%	0%	20%	0%	0%	0%	Child Care	0%	0%	0%	0%	0%	0%
							Other	7%	0%	0%	0%	0%	0%

Other Benefits: Other employer specified benefits include paid holidays.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Truck, Bus and other Commerical Vehicle Operator

Lompoc Adult School, Lompoc
Programs: Truck, Bus and other Commerical Vehicle Operator

Truck Driver Institute
Programs: Truck, Bus and other Commerical Vehicle Operator



OES Code: 971050

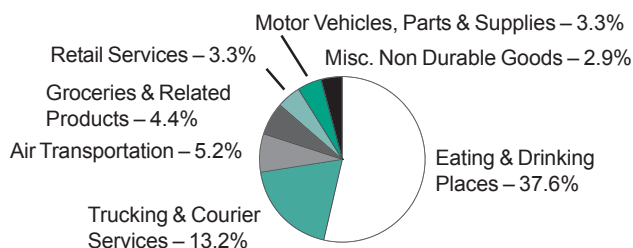
Light Truck Drivers, including Delivery and Route Workers, drive vehicles with a capacity under 3 tons. They deliver or pick up merchandise and may load and unload trucks. Does not include workers whose duties include sales.

EMPLOYMENT TRENDS

Occupation Size: 1,078 and above Very Large

Male/Female Percentage: Employers reported that 95% of the positions were filled by males.

Where The Jobs Are:



Projected Openings: 530
 New: 360
 Due to Separations: 170

Projections:

Employer Findings: Almost all employers in this study project employment for this occupation to remain stable over the next two years.

EDD Projections: The new job trend rate for Truck Drivers-Light is 23.1%, which is growing much faster than the average growth rate of 14.1% for jobs in the county.

Supply/Demand: Employers report it is very difficult to find experienced applicants and moderately difficult to find inexperienced applicants. Employer demand is somewhat to considerably greater than supply. Applicants may encounter little or no competition in their job search.

Source of Filled Vacancies: During the last 12 months, many of the vacancies filled resulted from promotions or were created by turnover, and a few were new positions or temporary positions.

Recruitment Methods:

Employee Referrals	94%
Newspaper Ads	75%
Walk-in Applicants	56%

Promotional Opportunities: Many employers reported that Truck Drivers-Light may be promoted to:

- Driver Supervisor
- Shipping/Receiving
- Senior Driver
- Route Coordinator
- Lead Worker

EMPLOYER REQUIREMENTS

Education: Most employers require recent hires to have a high school diploma or the equivalent.

Experience/Training: Some responding employers require an average of 11 months of work-related experience, primarily in truck driving, but some will substitute training for experience.

Most Important to Least Important Skills:

- Adhere to safety procedures
- Keep records
- Adjust driving time to workload levels
- Follow written and verbal geographic directions
- Apply sales/marketing techniques to transportation services
- Prepare reports

WAGES AND BENEFITS

SANTA BARBARA COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 10.65	\$ 7.00
Experience/New to Firm		\$ 5.75 - 12.66	\$ 8.40
3+ Yrs. Experience with Firm		\$ 6.11 - 16.25	\$10.00
NORTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 5.75 - 10.65	\$ 6.00
Experience/New to Firm		\$ 5.75 - 12.66	\$ 8.80
3+ Yrs. Experience with Firm		\$ 6.11 - 14.50	\$12.80
SOUTH COUNTY		RANGE	MEDIAN
Entry Level/No Experience		\$ 7.00 - 10.65	\$ 7.00
Experience/New to Firm		\$ 8.00 - 12.66	\$ 8.00
3+ Yrs. Experience with Firm		\$ 9.00 - 16.25	\$ 9.00

Employer Profile: 16 employers supplied the data for this occupation, 9 from North County and 7 from South County, representing a total of 174 positions. Of the positions reported, 94% were full-time, 4% were part-time, and 2% were temporary or on-call. Some employers reported full-time hours exceed 40 and may be as high as 50.

Wage Notes: Union wages were reported by 13% of the employers. Union employers generally pay at the top end of all wages ranges.

Benefits:	Employer Pays All		Shared Cost		Employee Pays All			Employer Pays All		Shared Cost		Employee Pays All	
	F/T	P/T	F/T	P/T	F/T	P/T		F/T	P/T	F/T	P/T	F/T	P/T
Medical	25%	0%	44%	0%	6%	6%		56%	6%	6%	0%	6%	6%
Dental	19%	0%	38%	0%	6%	6%		75%	6%	0%	0%	6%	0%
Vision	19%	0%	31%	0%	6%	6%		6%	0%	44%	0%	19%	6%
Life	38%	0%	19%	0%	6%	6%		0%	0%	6%	0%	6%	6%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%
								0%	0%	0%	0%	0%	0%

Other Benefits: No other benefits were reported.

TRAINING PROVIDERS

Allan Hancock College, Santa Maria
Programs: Truck, Bus and other Commerical Vehicle Operator

Lompoc Adult School, Lompoc
Programs: Truck, Bus and other Commerical Vehicle Operator

Truck Driver Institute
Programs: Truck, Bus and other Commerical Vehicle Operator

STATEMENT OF PROGRAM METHOD

The following describes the process followed to complete this study, and the respective roles of the Workforce Resource Centers (WRC) and the Employment Development Department/Labor Market Information Division (EDD/LMID):

I. OCCUPATIONAL SELECTION

Representatives from the private and public sectors, educational institutions and vocational counselors were invited to dissemination meetings. In 2002, the dissemination meeting was held on January 30, in Santa Barbara and January 29, in Santa Maria. Participants were introduced to the CCOIS Program by WRC and EDD/LMID staff. A brief summary of the Occupational Outlook was presented and attendees were asked to help select the new occupations for study in the current year. The primary objective was to select occupations which were of the most interest to potential users of this publication.

Participants in the community occupation selection meeting were provided the following criteria to assist with their selections:

- The occupation has a substantial employment base in the county.
- There is a substantial number of projected job openings in the county.
- Most of the occupations require training of two years or less for entry.

Some of the selected occupations failed to meet the above-listed criteria, but were selected based on community interest.

EDD/LMID reviewed and approved the final list of occupations for study, and verified the correct definition for each occupation.

II. TITLE AND DEFINITION OF THE OCCUPATION

The definition of each occupation are as found in the Occupational Employment Statistics (OES) Dictionary published by the U.S. Department of Labor, Bureau of Labor Statistics. These definitions describe the activities and function of the worker. OES definitions are broad to capture a wide range of specialties within an

occupation, but clear enough for use in research. The OES definitions are used by LMID to produce projections for employment (occupational estimates of size, growth and separation).

III. RESEARCH METHODS

The EDD/LMID updates Projections and Planning Information for Santa Barbara County. Occupational Employment Projections, is the main source of data which the WRC used to estimate increases in job opportunities, one of the selection criteria discussed previously.

LMID's other major responsibilities include questionnaire design (Appendix A, "Sample Questionnaire"), generation of a representative employer sample for each occupation, and the computerized tabulation of results using software developed specifically for the project. LMID also provides training, oversight and consultative support.

The WRC plans the timelines for this study, in addition to the selection of the occupations and engages in the actual work of administering the survey (with mail-out questionnaire and telephone follow-up). The WRC also provides data entry for subsequent tabulation, and final written analysis and information dissemination.

Relevant sections of this report provide an overview of the criteria used in selecting occupations and procedures used in undertaking the study. The following is a more detailed description of the research methodology used.

Employer Survey Sample Selection

Because employers from a variety of different industries may hire persons in any given occupation, every attempt has been made to draw an employer sample that is representative of the industries employing workers in each occupation for study.

Industries are classified by the Standard Industrial Classification Manual. An industry is a title for a group of firms that produce similar goods and services. An industry title represents the economic activity in which a firm is engaged.

LMID staff, using detailed data bases on employers and occupational staffing within industries, chose a representative sample of employers for each occupation. For example, registered nurses work in general medical and surgical hospitals, but they may also work in physician's offices and skilled nursing facilities, and the sample for

this occupation was drawn accordingly. The employer samples drawn were carefully reviewed by the program coordinator who added and deleted employers as appropriate, to obtain balanced samples of employers for each occupation.

IV. QUESTIONNAIRE DEVELOPMENT

Separate employer questionnaires were developed for each of the occupations in the study. LMID developed the two page standardized questionnaire which was sent to employers in the county.

V. SURVEY PROCEDURE

A sample of at least forty employers when possible per occupation is provided by LMID. The sample is reviewed and the program coordinator adds and deletes employers as needed. The program coordinator then attempts to obtain correct telephone numbers and addresses for each employer in the sample. City telephone directories for each of the calling areas in Santa Barbara County were used for this purpose. Once this process was complete, questionnaires were mailed at the rate of three to five occupations per week in order to allow for timely follow-up by telephone.

Returned questionnaires were checked by the program coordinator for completeness and accuracy. Employers returning incomplete or potentially inaccurate questionnaires were contacted by phone to clarify information prior to data entry.

When possible, a forty percent rate of return of complete and accurate questionnaires was set as an employer "response goal". If a sufficient number of responses could not be obtained within a reasonable time period, additional employers were added to the sample based on knowledge of local firms using information provided by LMID and other sources such as Yellow Pages, and the Chamber of Commerce.

VI. TABULATION AND RESULTS

Survey responses were entered into a data base and complete tabulations were prepared by the program coordinator who reviewed and analyzed the tabulations. Summaries were prepared for each occupation based upon the study results. Each occupational summary provides information on training and hiring requirements, size of the occupation, employment trends, supply/demand assessments, wages and fringe

benefits, and other information. Information for specific employers is confidential, with only aggregate results being published. Although information is shown to the nearest whole number for ease of comparison, the reader should not interpret this as an indication of precision (ranges are also considered to be representative).

VII. DISSEMINATION

The WRC will hold meetings during the first quarter of 2003 to disseminate this report and select new occupations to study for 2003. Representatives from the many user groups of labor market information will be invited to attend this meeting.

Copies of the Occupational Outlook will be distributed to various organizations such as schools, economic development organizations, libraries, and other CCOIS participants in the state per contract requirements.

Occupational Surveys

This report provides information for 60 occupations. There were 20 occupations surveyed in 2000, 2001 and 2002. For 2002, there were 308 employers that provided complete and acceptable questionnaires representing a total of 2,836 positions in the 20 occupations surveyed. The actual number of employers contacted was several hundred greater than the final total. In order to be usable, each survey must meet the stringent employer size, industry stratification and other CCOIS program response goals.

Employment Trends

The majority of employers for the following occupations surveyed projected employment in each occupation to grow during the two-year period following the survey.

2002

Automotive Body and Related Repairers

2001 - None**2000**

Carpenters
Computer Programmers, Including Aides
Cost Estimators
Registered Nurses

Employers expect the remaining occupations to remain stable.

Non-traditional Jobs

Employers reported 18 occupations containing less than 25% women. The following occupations are non-traditional jobs for women:

2002

Automotive Body and Related Repairers
Drivers and Sales Workers
Laborers, Landscaping and Groundskeeping
Maintenance Repairers - General Utility
Painters, Paperhangers - Construction and Maintenance
Stock Clerks - Stockroom Warehouse, Storage Yard

2001

Automotive Mechanics
Cooks - Short Order
Electricians
Plumbers, Pipefitters and Steamfitters
Traffic, Shipping and Receiving Clerks

2000

Carpenters
Farm Workers-Farm and Ranch Animals
General Managers and Top Executives
Storage and Distribution Managers
Truck Drivers Light - Include Delivery and Route Workers
Truck Drivers - Heavy or Tractor Trailer
Wine Fermenters

Employers reported 18 occupations containing less than 25% men. The following occupations are non-traditional jobs for men:

2002

Legal Secretaries
Receptionists and Information Clerks
Secretaries, Except Legal and Medical

2001

Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers
File Clerks
Human Resource Technicians
Licensed Vocational Nurses
Medical Records Technicians
Nurse Aides
Office Managers
Paralegal Personnel
Teachers - Elementary School

2000

Administrative Assistants
Dental Assistants
General Office Clerks
Payroll and Timekeeping Clerks
Registered Nurses
Tellers

Occupational Title	New To Firm/ No Experience	New To Firm/ Experience	3+ Yrs. Exp. with Firm
2002 Occupations			
Accountants and Auditors	\$10.07 to 20.14	\$10.00 to 23.97	\$15.00 to 28.77
Automotive Body and Related Repairers	\$ 6.75 to 15.20	\$ 8.50 to 15.50	\$ 9.50 to 25.00
Bakers - Bread and Pastry	\$ 6.75 to 9.78	\$ 6.75 to 10.26	\$ 8.75 to 15.00
Bartenders	\$ 6.75 to 6.75	\$ 6.75 to 10.00	\$ 6.75 to 12.00
Desktop Publishing - Graphic Designers	\$ 8.50 to 15.50	\$ 7.00 to 19.18	\$ 9.00 to 31.61
Dispatchers - Except Police, Fire, and Ambulance	\$ 6.75 to 11.11	\$ 7.00 to 13.64	\$ 7.00 to 17.50
Driver and Sales Workers	\$ 6.75 to 14.44	\$ 7.14 to 15.20	\$ 7.14 to 16.95
Grocery Checkers	\$ 6.75 to 10.00	\$ 6.75 to 13.04	\$ 7.00 to 17.50
Janitors and Cleaners - Except Maids and Housekeeping	\$ 6.75 to 12.44	\$ 6.75 to 13.11	\$ 6.75 to 15.14
Laborers, Landscaping and Groundskeeping	\$ 7.19 to 10.55	\$ 7.19 to 11.63	\$ 8.00 to 13.60
Legal Secretaries	\$ 7.00 to 15.55	\$ 7.50 to 24.66	\$ 9.50 to 24.66
Maintenance Repairers - General Utility	\$ n/a to n/a	\$ 6.75 to 16.32	\$ 8.00 to 18.77
Managers, Retail Store	\$ 6.75 to 14.38	\$ 7.00 to 23.44	\$ 8.50 to 31.07
Painters, Paperhangers - Construction and Maintenance	\$ 7.00 to 8.50	\$ 8.00 to 15.00	\$ 9.00 to 18.00
Physicians' Assistants	\$15.00 to 20.00	\$18.00 to 38.36	\$25.00 to 40.75
Receptionists and Information Clerks	\$ 8.00 to 11.50	\$ 8.50 to 14.00	\$10.00 to 16.00
Secretaries, Except Legal and Medical	\$ 8.00 to 13.00	\$ 8.00 to 16.26	\$ 9.00 to 19.18
Stocker Clerks - Stockroom, Warehouse, Storage Yard	\$ 6.75 to 10.00	\$ 7.50 to 14.00	\$ 7.75 to 17.50
Vocational and Educational Counselors	\$13.42 to 18.22	\$13.00 to 21.58	\$ 8.90 to 23.97
Waiters and Waitresses	\$ 6.75 to 6.75	\$ 6.75 to 7.00	\$ 6.75 to 7.50

WAGE SUMMARY

Occupational Title	Entry Level/ No Experience	Experience/ New to Firm	3+ Yrs. Exp. with Firm
2001 Occupations			
Automotive Mechanics	\$ 8.00 to 10.00	\$ 8.00 to 22.00	\$11.51 to 28.00
Bookkeeping, Accounting, and Auditing Clerks, including Bookkeepers	\$ 6.75 to 12.68	\$ 8.50 to 19.18	\$10.50 to 26.00
Cashiers	\$ 6.25 to 7.50	\$ 6.25 to 10.00	\$ 6.25 to 17.10
Computer Support Specialists	\$ 8.50 to 19.18	\$15.00 to 22.48	\$10.50 to 25.60
Cooks - Short Order	\$ 6.25 to 10.00	\$ 6.25 to 11.50	\$ 6.25 to 14.50
Electricians	\$ 6.50 to 11.26	\$ 7.00 to 26.46	\$12.00 to 29.40
File Clerks	\$ 7.00 to 9.00	\$ 7.00 to 10.00	\$ 7.00 to 10.00
Hotel Desk Clerks	\$ 6.25 to 9.50	\$ 6.75 to 9.50	\$ 7.00 to 11.50
Human Resource Technicians	\$ 6.50 to 14.49	\$ 7.50 to 18.96	\$ 8.25 to 28.77
Licensed Vocational Nurses	\$12.13 to 18.00	\$12.14 to 20.00	\$12.50 to 21.50
Maids and Housekeeping Cleaners	\$ 6.25 to 7.25	\$ 6.25 to 7.75	\$ 6.50 to 9.00
Medical Records Technicians	\$ 6.25 to 10.00	\$ 6.44 to 16.30	\$ 6.75 to 18.00
Nurse Aides	\$ 7.00 to 10.00	\$ 7.00 to 11.75	\$ 8.00 to 11.75
Office Managers	\$ 6.50 to 16.78	\$ 7.50 to 18.22	\$ 8.25 to 20.00
Paralegal Personnel	\$10.09 to 15.14	\$10.00 to 22.39	\$13.00 to 26.12
Physical Therapists	\$ 7.67 to 24.00	\$12.00 to 30.00	\$20.00 to 30.00
Plumbers, Pipefitters, and Steamfitters	\$ 7.00 to 16.66	\$ 8.00 to 29.31	\$14.00 to 30.00
Salespersons - Retail	\$ 6.25 to 8.50	\$ 6.50 to 10.00	\$ 7.25 to 14.50
Teachers - Elementary	\$15.54 to 19.95	\$14.38 to 25.48	\$16.78 to 28.47
Traffic, Shipping and Receiving Clerks	\$ 6.25 to 11.54	\$ 6.25 to 13.07	\$ 7.50 to 17.74
2000 Occupations			
Administrative Assistants	\$ 8.00 to 14.84	\$ 8.00 to 19.18	\$ 8.50 to 21.58
Carpenters	\$ 8.00 to 8.00	\$ 8.00 to 20.00	\$18.00 to 28.77
Computer Programmers, Including Aides	\$ 6.50 to 11.51	\$ 7.00 to 30.00	\$15.00 to 40.00
Cooks	\$ 5.75 to 8.00	\$ 5.75 to 10.00	\$ 7.50 to 12.00
Cost Estimators	\$ 7.00 to 14.38	\$10.00 to 20.00	\$13.00 to 26.00
Dental Assistants	\$ 5.75 to 13.00	\$ 7.00 to 16.00	\$10.00 to 20.00
Farmworkers, Farm and Ranch Animals	\$ 5.75 to 5.75	\$ 5.75 to 8.63	\$ 6.90 to 17.26
General Managers and Top Executives	\$ 9.59 to 9.59	\$ 9.09 to 47.95	\$14.38 to 57.53
General Office Clerks	\$ 5.75 to 10.00	\$ 5.75 to 12.49	\$ 5.75 to 18.00
Graders and Sorters - Agricultural Products	\$ 5.75 to 7.00	\$ 5.75 to 7.00	\$ 6.00 to 8.28
Nursery and Greenhouse Managers	\$ 5.75 to 7.67	\$ 5.75 to 19.61	\$ 6.75 to 28.77
Payroll and Timekeeping Clerks	\$ 6.00 to 11.42	\$ 5.75 to 16.00	\$ 7.00 to 19.00
Purchasing Managers	\$ 8.00 to 24.69	\$10.00 to 31.47	\$10.50 to 39.31
Registered Nurses	\$17.50 to 22.00	\$13.00 to 25.00	\$16.00 to 30.00
Storage and Distribution Managers	\$ 6.50 to 9.11	\$ 7.00 to 22.30	\$10.00 to 24.93
Tellers	\$ 7.00 to 9.05	\$ 7.93 to 12.00	\$ 8.72 to 15.00
Truck Drivers-Light Include Delivery/Route	\$ 5.75 to 10.65	\$ 5.75 to 12.66	\$ 6.11 to 16.25
Truck Drivers-Heavy or Tractor Trailer	\$ 7.00 to 13.00	\$ 7.00 to 15.00	\$10.00 to 16.25
Wholesale and Retail Buyers - Except Farm Products	\$ 6.00 to 11.51	\$ 7.00 to 16.78	\$ 8.00 to 19.18
Wine Fermenters	\$ 6.00 to 9.01	\$ 7.00 to 13.00	\$ 9.25 to 21.00

TRAINING PROVIDERS

A-Z Tech Institute
211-B W. Main Street
Santa Maria, CA 93458
Phone: (805) 922-4323
Fax: (805) 922-9881

Academy Education Services, Inc.
301 Cook Street L-2
Santa Maria, CA 93458
Phone: (805) 614-0770
Fax: (805) 614-0757
<http://www.academyed.com>

Adizes Graduate School
2815 E. Valley Road
Santa Barbara, CA 93108
Phone: (805) 565-2901
Fax: (805) 565-0741
<http://www.adizesgraduateschool.org>

Allan Hancock College
800 S. College Drive
Santa Maria, CA 93454
Phone: (805) 922-6966
Fax: (805) 928-7905
<http://www.hancock.cc.ca.us>

Antioch University, Santa Barbara
801 Garden Street
Santa Barbara, CA 93101
Phone: (805) 962-8179
Fax: (805) 962-4786
<http://www.antiochsb.edu>

Atlas Computer Centers
325 E. Betteravia Road, Suite B 6-A
Santa Maria, CA 93454
Phone: (805) 593-0565
Fax: (805) 593-0564
<http://www.atlascomputercenters.com>

Atlas Computer Centers Inc.
129 W. Central, Suite E
Lompoc, CA 93436
Phone: (805) 735-9400
<http://www.atlascomputercenters.com>

Bilingual Vocational Center
214 Anacapa Street
Santa Barbara, CA 93103
Phone: (805) 560-7284
Fax: (805) 560-7384
e-mail: bvc1@gte.net

Center for Employment Training
509 W. Morrison
Santa Maria, CA 93458
Phone: (805) 928-1737
Fax: (805) 928-1203
<http://www.cet2000.org>

Central City Vocational Training School
423 W. Main Street
Santa Maria, CA 93454
Phone: (805) 349-0514

Chapman University Academic Center
14004 Building Rm. A-3, Wyoming Ave.
Vandenberg AFB, CA 93437
Phone: (805) 734-3310
Fax: (805) 734-8825

Chapman University Academic Center
1105 East Foster Road, Suite A
Santa Maria, CA 93455
Phone: (805) 938-3330
Fax: (805) 938-0104
<http://www.chapman.edu>

CompUSA, Inc. Technology Training
7090 Marketplace Road
Goleta, CA 93117
Phone: (805) 571-4030
Fax: (805) 571-4055
<http://www.compusa.com>

Computer Support Services
111 N. Vine Street
Santa Maria, CA 93454
Phone: (805) 928-2209
Fax: (805) 928-7437
e-mail: sallen4060@aol.com

Computer Training Network
212 E. Walnut
Lompoc, CA 93436
Phone: (805) 735-8854
<http://www.ctninc.com>

Computer Training Network
5266 Hollister Ave.
Santa Barbara, CA 93110
Phone: (805) 681-0459
<http://www.ctninc.com>

Computer Training Network
117 E. Fesler St., Suite A
Santa Maria, CA 93454
Phone: (805) 925-0352
<http://www.ctninc.com>

Electrical Workers #413 Training Center
500 East Main Street
Santa Maria, CA 93454
Phone: (805) 348-1200
Fax: (805) 348-1203

H & R Block School
1013 Casitas Pass Rd.
Carpinteria, CA 93013
Phone: (805) 684-2912
<http://www.hrblock.com>

H & R Block School
1954 S. Broadway Ste. A
Santa Maria, CA 93454
Phone: (805) 928-2391
Fax: (805) 349-0488
<http://www.hrblock.com>

Lompoc Adult School
515 W. College
Lompoc, CA 93436
Phone: (805) 735-8937
Fax: (805) 736-3089
www.sbceo.k12.ca.us/~adulted

Masters School of Autobody Management
124 E. Carrillo
Santa Barbara, CA 93101
Phone: (805) 564-3436
Fax: (805) 564-4426
<http://www.masters-school.com>

Medical Career Services
126 E. Haley St., Ste. A17 & A18
Santa Barbara, CA 93101
Phone: (805) 487-6439
Fax: (805) 962-1515

Plumbers and Pipefitters #114
93 Thomas Road
Buellton, CA 93427
Phone: (805) 688-1470

Santa Barbara Business College
5266 Hollister Avenue, Bldg. B
Santa Barbara, CA 93111
Phone: (805) 967-9677
Fax: (805) 967-4248
<http://www.sbbcollege.com>

Santa Barbara Business College
303 E. Plaza Drive
Santa Maria, CA 93454
Phone: (805) 922-8256
Fax: (805) 346-1857
<http://www.sbbcollege.com>

Santa Barbara City College
721 Cliff Drive
Santa Barbara, CA 93109
Phone: (805) 965-0581
Fax: (805) 963-7222
<http://www.sbcc.edu>

Santa Barbara College of Law
20 E. Victoria Street
Santa Barbara, CA 93101
Phone: (805) 966-0010
Fax: (805) 966-7181
<http://www.santabarbaralaw.edu>

Santa Barbara County Regional Occupational Program (ROP)
3970 La Colina Road
Santa Barbara, CA 93160
Phone: (805) 964-4711
Fax: (805) 569-2507
<http://www.sbceo.org>

Santa Barbara County Regional Occupational Program (ROP)
4893 Bethany Lane
Santa Maria, CA 93455
Phone: (805) 937-8427
Fax: (805) 937-7489
<http://www.sbceo.org>

Santa Maria School of Medical Arts
820 W. Cook Street
Santa Maria, CA 93458
Phone: (805) 925-8877
Fax: (805) 349-8371
email: smsma-cna@yahoo.com

Santa Maria Training Options
312 Lincoln
Santa Maria, CA 93454
Phone (805) 928-5906

Southern California Institute of Law
1525 State St.
Santa Barbara, CA 93101
Phone: (805) 963-4654
Fax: (805) 644-2367
<http://www.lawdegree.com>

The Fielding Graduate Institute
2112 Santa Barbara St.
Santa Barbara, CA 93105-3538
Phone: (805) 687-1099
Fax: (805) 687-9793
<http://www.fielding.edu>

Tom Buhl Computing
1930 Anacapa Street
Santa Barbara, CA 93101
Phone: (805) 569-1069
Fax: (805) 569-2510
<http://www.tombuhl.com>

Truck Driver Institute
222 W. Carmen Lane
Santa Maria, CA 93454
Phone: (805) 614-9883

University of California Extension, Santa Barbara
6550 Hollister Avenue
Goleta, CA 93117
Phone: (805) 893-4200
Fax: (805) 893-4943
<http://www.extension.ucsb.edu>

University of La Verne
Wyoming Avenue, Building 14004
Vandenberg AFB, CA 93437
Phone: (805) 734-1306
Fax: (805) 734-1158
<http://www.ulv.edu/sce/residence.shtml>

University of Santa Barbara
5266 Hollister Avenue, Bldg. A-117
Santa Barbara, CA 93111
Phone: (805) 569-1024
Fax: (805) 967-6289
email: usbsba@aol.com

Vocational Career Services
835 N. Milpas Street
Santa Barbara, CA 93103
Phone: (805) 564-6510
Fax: (805) 564-6539
email: vocationalcareer@hotmail.com

Western Truck School
800 S. College Ave.
Santa Maria, CA 93454
Phone: (805) 349-7421
Fax: (805) 343-9196

Westmont College
955 La Paz Road
Santa Barbara, CA 93108
Phone: (805) 565-6000
Fax: (805) 565-7201
<http://www.westmont.edu>



Workforce Resource Centers – Tabin
1410 South Broadway, Suite A
Santa Maria CA 93454

Please return completed questionnaire to:

Phone: (805) 614-1545
Fax: (805) 614-1230

ALL RESPONSES ARE KEPT STRICTLY CONFIDENTIAL

Whom should we contact with any further questions?

Name: _____

Position: _____

Phone: _____ Fax: _____

Occupation: 490230 CASHIERS		
Cashiers receive and disburse cash payments, handle credit transactions, make change, issue receipts, and balance the tender drawer in a variety of establishments. Their work usually involves the use of adding machines, cash registers, and change makers.		
Does your firm employ any individual performing the duties in the occupation described above? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please complete this survey for the occupation described.		
If no, please return this questionnaire to the above address.		
If your firm has multiple locations, please confine your answers to locations in your county.		
1. What job title(s) does your firm use for these duties?	Job Title(s): _____	
2. a. How many employees does your firm currently have in this occupation?	Number of Employees: _____	
b. In this occupation, how many are:	Number of Males: _____	Number of Females: _____
c. In this occupation, how many current employees are there and on average how many weekly hours do they work?		
Regular, Full Time:	Number of Employees: _____	Average Weekly Hours Worked: _____
Regular, Part Time:	Number of Employees: _____	Average Weekly Hours Worked: _____
Temporary/On Call:	Number of Employees: _____	Average Weekly Hours Worked: _____
Seasonal:	Number of Employees: _____	Average Weekly Hours Worked: _____
3. In your firm, what shifts are available for this occupation? (check all that apply)	<input type="checkbox"/> Day <input type="checkbox"/> Swing <input type="checkbox"/> Graveyard <input type="checkbox"/> Other: Please specify _____	
4. Has your firm hired in this occupation within the last 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, how many were hired to fill:		
vacancies resulting from promotions within your firm?		
vacancies resulting from people in permanent positions leaving your firm?		
new permanent positions resulting from growth?		
temporary, on call, or seasonal positions?		
5. a. During the last 12 months, did your firm's employment in this occupation: (Check one)	<input type="checkbox"/> Decline <input type="checkbox"/> Remain Stable <input type="checkbox"/> Grow	
b. Over the next 24 months, do you expect your firm's employment in this occupation to: (Check one)	<input type="checkbox"/> Decline <input type="checkbox"/> Remain Stable <input type="checkbox"/> Grow	
6. When you hire applicants for this occupation, is prior experience in this occupation required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required, but preferred	
If yes or preferred, how much experience in this occupation is required/preferred?	_____ (months)	
Is experience in other occupations accepted?	<input type="checkbox"/> Yes <input type="checkbox"/> No Please specify below:	
	Occupation: _____ (months)	
7. If prior experience is required when you hire applicants for this occupation, please indicate how difficult it is for your firm to find fully qualified applicants. (Circle one)		
Not Difficult 1 2 3 4 Difficult		
8. If prior experience is not required when you hire applicants for this occupation, please indicate how difficult it is for your firm to find qualified applicants. (Circle one)		
Not Difficult 1 2 3 4 Difficult		

9. Does your firm accept training as a substitute for experience in this occupation? If yes, how many months of training can generally be substituted?		<input type="checkbox"/> Yes <input type="checkbox"/> No _____ (months)	
10. Is technical or vocational training required prior to employment in this occupation? If yes or preferred, what kind of training is required?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required, but preferred _____ (months)	
11. What is the minimum level of education your firm requires when hiring an applicant in this occupation? (Check one).			
<input type="checkbox"/> Less than high school diploma <input type="checkbox"/> High school diploma or equivalent <input type="checkbox"/> Associate Degree (2 year) <input type="checkbox"/> Bachelor Degree (4 year) <input type="checkbox"/> Graduate Study			
12. What is the usual income earned by your firm's employees in this occupation at the following levels of skills and experience?		For other compensation, please indicate the average overall earnings and types(s) of compensation.	
		<u>Base Wage or Salary</u>	<u>Other Compensation</u>
• New hires, no experience (trained or untrained): \$ _____ • New hires who are experienced: \$ _____ • Experienced employees after 3 years with your firm: \$ _____ (Please check one)		<input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year	<input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year
		<u>Type of Compensation</u>	
		<input type="checkbox"/> Commission <input type="checkbox"/> Tips <input type="checkbox"/> Bonus <input type="checkbox"/> Piece Rate <input type="checkbox"/> Other Specify _____	
13. Are the wages for employees in this occupation subject to a collective bargaining or union agreement? If yes, what is the name of the union or local number?			<input type="checkbox"/> Yes <input type="checkbox"/> No
14. Please check which benefits your firm offers full-time (FT) and part-time (PT) employees in this occupation and which best describes who pays for them:			
	<u>Employer Pays All</u>		<u>Share Cost</u>
	<u>FT</u>	<u>PT</u>	<u>Not Provided</u>
Medical Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dental Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vision Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Life Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sick Leave	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vacation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retirement Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Please Specify):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. a. Does your firm ever promote employees in this occupation to higher level positions?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what are the titles of the positions to which they may be promoted?			_____
b. What skills are important for career advancement?			

16. What computer software skills, if any, does your firm seek in applicants for this occupation? (Please check all that apply)			
Specify software names: <input type="checkbox"/> None			
<input type="checkbox"/> Word Processing <input type="checkbox"/> Spreadsheet <input type="checkbox"/> Database <input type="checkbox"/> Desktop Publishing <input type="checkbox"/> Other: _____			
17. What other new skills are needed to perform the duties of this occupation?			

18. When your firm hires employees for this occupation, which are the top three most successful recruitment methods?			
<input type="checkbox"/> In-house promotions or transfers <input type="checkbox"/> Newspaper ads <input type="checkbox"/> Internet <input type="checkbox"/> EDD <input type="checkbox"/> Walk-in applicants <input type="checkbox"/> Colleges/Universities <input type="checkbox"/> School program referrals <input type="checkbox"/> Union hall referrals <input type="checkbox"/> Employee referrals <input type="checkbox"/> Private employment agencies <input type="checkbox"/> Trade journals <input type="checkbox"/> Other (Please specify): _____			
19. Are you aware of any new, changing, or emerging occupations in your industry? Please specify:		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Would you like to receive a complimentary copy of the survey results for this occupation?		<input type="checkbox"/> Yes <input type="checkbox"/> No	